

BIG BEAR AREA REGIONAL WASTEWATER AGENCY

Notice of a Special Committee Meeting

February 5, 2020

at

5:00 p.m.

121 Palomino Drive

Big Bear City, California

A Special Committee Meeting with the Administrative Committee will be held on Wednesday, February 5, 2020, at 5:00 p.m. at 121 Palomino Drive, Big Bear City, California 92314.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC FORUM RESPONSE** – None
4. **PUBLIC FORUM** – The Public Forum portion of the meeting is an opportunity for members of the public to directly address the Governing Board on matters within the jurisdiction of this Agency. Ordinance No. 57 limits individual public testimony to three minutes or less. The cumulative time that an individual may provide public testimony during a meeting is fifteen minutes, and the public testimony shall be limited to thirty minutes for all speakers. Whenever a group of persons wishes to address the Governing Board on the same item, the Chair or the Governing Board by majority vote may request a spokesperson be chosen for the group or limit the number of such persons addressing the Governing Board. Since the discussion of an item not on the posted agenda is not allowed, these concerns may be addressed in a future meeting under “Public Forum Response.”
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - 6.A. Organizational Structure
Proposed changes to Organizational Structure – Discussion
 - 6.B. Compensation Study Update
Review of updated Compensation Study and recommended Pay Schedule
 - 6.C. Tuition Reimbursement Policy
Review of existing Tuition Reimbursement Policy – Discussion
 - 6.D. Administrative Assistant Job Description
Review of revised Job Description – Discussion

7. **ADJOURNMENT**

Kimberly Booth

**Kim Booth, Administrative Assistant
Big Bear Area Regional Wastewater Agency**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in an Agency meeting or other services offered by the Agency, please contact Kimberly Booth, Administrative Assistant at (909) 584-4018. Notification at least 48 hours prior to the meeting or time when services are needed will assist the Agency staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the office of the Big Bear Area Regional Wastewater Agency and are available for public inspection during normal business hours.

Visit www.bbarwa.org to view and/or print the Agenda