

Kirkwood Meadows Public Utility District
Personnel Committee
SPECIAL MEETING NOTICE

NOTICE IS HEREBY GIVEN that the Personnel Committee of the Kirkwood Meadows Public Utility District has called a Special Meeting of the Committee to be held on **Thursday, November 3, 2022 at 10:00 AM** via video/teleconference on Zoom at: <https://us02web.zoom.us/j/87898118870>

HOW TO PARTICIPATE / OBSERVE THE MEETING:

Telephone: Call Zoom at (669) 900-6833 and enter Meeting ID# **878 9811 8870** followed by the pound (#) key.

Computer: Follow this link to join the meeting automatically:
<https://us02web.zoom.us/j/87898118870>

Mobile: Open the Zoom mobile app on a smartphone and enter Meeting ID# **878 9811 8870**

ACCESSIBILITY INFORMATION:

Committee meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact the District, at least 48-hours before the meeting at (209) 258-4444 or info@kmpud.com Advanced notification will enable the District to swiftly resolve such requests and ensure accessibility.

AGENDA

- 1) **Organizational Structure**
 - a) **Customer Service Representative.** Update.
- 2) **Board Member Roles & Responsibilities Section 1.4.** Discussion & possible action.
- 3) **Employee Handbook Updates.** Discussion & possible action.
- 4) Next Meeting/Staff Recommendation: *Monday, December 19, 2022 – 9:30 am.*

Kirkwood Meadows PUD

The Kirkwood Meadows Public Utility District is an equal opportunity provider and employer.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District at (209) 258-4444, by email to info@kmpud.com. Requests must be made as early as possible, and at least two business days before the meeting.