



**TOWN OF LOS GATOS  
PERSONNEL BOARD ANNUAL MEETING  
MARCH 6, 2019  
110 E. MAIN STREET  
LOS GATOS, CA  
4:00 P.M.**

*Edward Matchak, Chair  
Larry Maggio, Vice Chair  
Jennifer Lewis, Commissioner  
Vacant, Commissioner  
Vacant, Commissioner*

**MEETING CALLED TO ORDER**

**ROLL CALL**

**COMMISSIONER REPORTS**

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)**

1. Approve Personnel Board Minutes of August 16, 2018

**VERBAL COMMUNICATIONS** *(Members of the public are welcome to address the Personnel Board on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

**OTHER BUSINESS** *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Election of Board Chair and Vice Chair
3. Town of Los Gatos Budget Update
4. Verbal Report from the Director of Human Resources

**ADJOURNMENT**

**IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]**



**TOWN OF LOS GATOS  
PERSONNEL BOARD  
MEETING REPORT**

MEETING DATE: 08/16/2018

ITEM NO: 1

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**DRAFT  
MINUTES OF THE PERSONNEL BOARD MEETING  
AUGUST 16, 2018**

The PERSONNEL BOARD of the Town of Los Gatos conducted a Regular Meeting on THURSDAY, AUGUST 16, 2018, at 4:00 PM.

**ROLL CALL**

Present: Chair Matchak, Commissioner Lewis, Commissioner Maggio.

Absent: Vice Chair Aguiar.

**MEETING CALLED TO ORDER AT 4:02 PM**

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)**

1. Approval of Minutes: March 1, 2017
2. Approval of Minutes: March 7, 2018

**MOTION:** Motion by Commissioner Maggio to approve the minutes of March 1, 2017. **Seconded** by Commission Lewis.

**VOTE:** Motion passed unanimously.

**MOTION:** Motion by Commissioner Maggio to approve the minutes of March 7, 2018. **Seconded** by Commission Lewis.

**VOTE:** Motion passed unanimously.

**VERBAL COMMUNICATIONS**

None.

**OTHER BUSINESS**

3. Election of Board Chair and Vice Chair

**MOTION:** Motion by Commissioner Maggio to nominate Commissioner Matchak as Chair. **Seconded** by Commissioner Lewis.

**VOTE:** Motion passed unanimously.

**MOTION:** Motion by Commissioner Matchak to nominate Commissioner Maggio as Vice Chair.  
Seconded by Commissioner Lewis.

**VOTE:** Motion passed unanimously.

4. Town of Los Gatos Budget Update
  - Finance and Budget Manager Ungvari provided the Board with a mid-year budget update.
  
5. Verbal Report from the Director of Human Resources
  - Introduction of Assistant Town Manager Andrews
  - Status update of Human Resources (HR) activity provided by HR Director Velasco including labor negotiations activity and workload highlights statistics.

#### **ADJOURNMENT**

The meeting adjourned at 4:29 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the August 16, 2018 meeting as approved by the Personnel Board.

*Lisa Velasco*

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Lisa Velasco, Human Resources Director