



## **NORTH TEXAS MUNICIPAL WATER DISTRICT**

**501 E. Brown Street • Wylie, Texas 75098  
(972) 442-5405 – Phone • (972) 295-6440 - Fax**

**PERSONNEL COMMITTEE MEETING  
WEDNESDAY, APRIL 21, 2021 (VIA TELECONFERENCE)  
1:00 P.M.**

Notice is hereby given pursuant to V.T.C.A., Government Code, Chapter 551, that the Board of Directors of North Texas Municipal Water District (NTMWD), Personnel Committee, will hold a regular meeting by teleconference, accessible to the public, on Wednesday, April 21, 2021, at 1:00 p.m.

**In accordance with the COVID-19 public health threat and the related March 16, 2020, action by the Office of the Governor, temporarily suspending certain provisions of the Texas Open Meetings Act, NTMWD will hold its meeting by telephonic conference call.**

**In lieu of physical attendance of the meeting, the public may teleconference in to the Personnel Committee meeting by calling toll free (1) (844)-621-3956 and entering the following access code: 928 587 040. Members of the public wishing to make public comment during the meeting should follow the instructions for on-line registration listed under Item II. below no later than the start time of the meeting. The meeting will be recorded and the audio recording will be available on the NTMWD website after the meeting.**

**Please note, if the Office of the Governor's March 16, 2020 action expires prior to the meeting, NTMWD will resume in-person meetings at its offices at 501 East Brown Street Wylie, Texas 75098 and there will not be an option to use the above listed teleconference line to attend the meeting so that NTMWD remains in compliance with the Texas Open Meetings Act.**

The Personnel Committee is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); or discussing security personnel or devices (Section 551.076). If the Personnel Committee determines to go into executive session on any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.

### **AGENDA<sup>1</sup>**

#### **I. CALL TO ORDER**

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<sup>1</sup>Persons with disabilities who plan to attend the NTMWD meeting and who may need auxiliary aids or services are requested to contact Shannon Sauceman in the NTMWD Administrative Offices at (972) 442-5405 as soon as possible. All reasonable efforts will be taken to make the appropriate arrangements.

II. PUBLIC COMMENTS (FOR TELECONFERENCE COMMITTEE MEETINGS ONLY)

INSTRUCTIONS FOR PUBLIC COMMENT ON-LINE REGISTRATION: Prior to the start of the Personnel Committee meeting, members of the public wishing to provide public comment must submit via email to [PublicRelations.Info@ntmwd.com](mailto:PublicRelations.Info@ntmwd.com) their first and last name, organization, comment topic, mailing address and email address. During the public comment portion of the meeting, speakers will be recognized by name and asked to provide their comments. The time limit is five (5) minutes per speaker, not to exceed a total of thirty (30) minutes for all speakers. The Committee may not discuss these items, but may respond with factual or policy information. Public comment is provided for committee meetings held by teleconference during the COVID-19 health threat to confirm the opportunity for two-way communication with the public during the meeting.

III. OPENING REMARKS

- A. Chairman/Interim Executive Director/Committee Champion Status Report concerning legislation and regulatory matters, budgets, current projects and ongoing programs of the District

IV. ACTION ITEMS

- A. Consider approval of Personnel Committee meeting minutes – January 13, 2021  
B. Consider recommendation on amendments to the Personnel Policies Manual regarding Section III: Complaint Resolution and updated language to the Equal Employment Opportunity and drug policies

V. DISCUSSION ITEMS

- A. Update on status of the Retirement Incentive Program  
B. Update on mid-year positions and requested Fiscal Year 2022 positions  
C. Opportunity for Committee members to provide feedback on Personnel Committee meeting  
D. Opportunity for Committee members to request potential future agenda items  
**(No substantive discussion of items will take place at this time)**

VI. ADJOURNMENT