The Board of Trustees meeting of the Porterville Public Cemetery District held Friday August 27, 2021 at 7:03 a.m. at the District Office.

**PRESENT:** Trustee Phil Larson, Trustee Dolores Garcia, Trustee Steve Chamberlain. Also present Larry McKelvy and Tina Bonilla.

**BOARD ORDERS:** Following a review of the Board Orders the Board moved to have them approved. This motion approved the Board Orders for July 2021 payroll in the amount of $43,982.90 and July 2021 bills in the amount of $15,405.33. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. Trustee Phil Larson questioned CalPERS amount. Larry informed him that The Unfunded Accrued Liability is something that we have to pay yearly.

**MINUTES:** After a review of the minutes for July 2021 the Board moved to have them approved. This was approved on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia. Motion carried. Trustee Phil Larson questioned the spelling of Tabling. After reviewing this, it was determined that it was properly spelled.

**POLICY REVIEW:** **Return to Work Program:** Larry informed the Board that he had received an e-mail from Attorney Patricia Eryes with GSRMA stating what is recommended for time limits for an employee to be on restricted duty and presented the Board with the up-dated information on our Policy. After reviewing this Policy the Board found spelling errors and asked Larry to correct these and bring back to the September 2021 Board Meeting. Trustee Phil Larson suggested that our Policy and the Employees Handbook should match.

**BYLAWS:** Larry presented the Board with copies of Bylaws for possible re-adoption. After reviewing this there were spelling errors found, also under (6) Board Compensation the Board suggested entering our Board Compensation Policy here and bring back to the September 2021 Board Meeting

**PUBLIC COMMENT:** None

**MISC. DISCUSSION:** **①** **Rainscape:** Larry informed the Board that Rainscape has completed this project. Larry informed the Board that he had held back 10% of the total cost of this project until we are sure all issues are taken care of and this system is working properly. **②** **Covid-19:** Larry informed the Board that at this time there is no mandated compensation for employers with less than 25 employees. Larry asked the Board to consider coming up with something on our own to allow employees some kind of compensation. After a lengthy discussion the Board asked Larry to contact Pacific Employers and find out what the guide lines are for employers with over 25 employees and adopt the same guidelines pending any new mandates which may arise. Larry also asked if an employee gets vaccinated and feels bad due to this vaccine can we compensate for this. The Board agreed to compensate one day after each shot if needed. **③** **Tree “D” block:** Larry informed the Board that he had been able to contact two companies that were registered with the Department of Industrial Relations (DIR) which were Hulsey Tree Service $3,800.00 and Jack Benigno Tree Service $3,175.00. Jack Benigno’s said that if we had them remove this tree when they were in the area they would do this for $2,975.00. Larry had Jack Benigno’s remove this tree. **④** **Rules & regulation pamphlet-Flowers Full Length of Graves:** Tina presented a revised pamphlet with additional verbiage stating that there will be no flowers allowed on the full length of graves at any time.

**PERSONNEL:** Larry informed the Board that he let one of our new hires go due to the fact that he was late eight times in the fifteen day he was employed and that he is planning on bringing Elver Hernandez Martinez who is working through United Staffing with the district on once his 520 hrs. is completed, also that Larry had brought on an additional temp agency employee to help with yard maintenance.

**EQUIPMENT:** None

**CEMETERY GROUNDS OPERATION:** Larry McKelvy informed the Board of the burials for July 2021.

**SUGGESTION BOX:** None

**OTHER:** Larry asked to have the September Board Meeting moved to a later date. The Board agreed to move the meeting to Thursday September 30, 2021.

**ADJURNED:** The Board Meeting was adjourned on a motion by Trustee Steve Chamberlain and seconded by Trustee Dolores Garcia @ 8:57 on August 27, 2021.

**SIGNED BOARD MINUTES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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