



MARIN COUNTY PERSONNEL COMMISSION
Quarterly Meeting | July 23, 2025
Marin County Civic Center, Room 401

MINUTES

- PRESENT:** Jennifer Gotti, Chair
Pat Goldman, Vice Chair
Carla Halyard, Commissioner
Azalea Renfield, Commissioner
Maureen Hochler, Commissioner
- STAFF:** Vicky Willard, Human Resources Assistant Director
Caitrin Devine, Administrative Assistant III
Kerry Gerchow, Deputy County Counsel
Reesha Ruel, Risk Manager
Robyn Bryers, Human Resources Principal Analyst Learning and Organizational Development

Wednesday, July 23, 2025 | 9:30 a.m.
Commissioner Gotti called the meeting to order at 9:30am

1. Roll Call
2. **Approve Agenda of July 23, 2025**
MOTION (Halyard/Hochler) to approve the Agenda of July 23, 2025
AYES Unanimous
3. **Approve Minutes from Quarterly Meeting on April 16, 2025**
MOTION (Hochler/Halyard) to approve the Minutes of April 16, 2025
AYES Unanimous
4. Open time for items not on the agenda and for public expression
(Up to three (3) minutes per speaker)

While members of the public are welcome to address the Commission, under the Brown Act, Commissioners may not deliberate or act on items not on the agenda and generally may only listen.

None

5. **Scheduling discussion for Discipline Appeal D25-02.**



All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-6111 (Voice), CA Relay 711, or by e-mail at caitrin.devine@marincounty.gov at least five (5) business days in advance of the event.

Copies of documents are available in alternative formats, upon request.

Late agenda material can be inspected in the office of the Executive Secretary to the Commission, between the hours of 9:00 a.m. and 4:00 p.m. weekdays in Room 415 of the Marin County Civic Center, 3501 Civic Center Drive, San Rafael.

After reviewing possible dates for the D25-02 Discipline appeal hearing the Commission confirmed availability for Wednesday 11/12/25, Thursday 11/13/25 and Friday 11/14/25 for a two day discipline appeal hearing. Caitrin will confirm two day hearing via email with the commission once the two consecutive hearing dates are confirmed.

6. Director's Report

Vicky filling in for CC who is out of office. Introduced Reesha Ruel, new Risk Manager. AT the 7/15/25 Board of Supervisors meeting, Human Resources got Board approval for three additional positions. An analyst within the Risk division, a senior Analyst within the Learning and Organizational Development Division and a senior Analyst to work under the Director and Assistant Director. The analyst in the Risk division will work on contract and insurance matters. The Learning and Organizational Development division will be redeveloping county wide organizational development learning and the senior analyst will support that expansion. The senior analyst for special projects will work for the department overall on development of new initiatives and practices.

The Public Works Director position is open for recruitment. Labor bargaining is moving along with eight of the 10 unions having Tentative Agreements drafted with seven of them adopted by Board. A base economic package went to the Board and equity adjustments to bring salaries for county positions up to the overall average. MAPE will be in full bargaining starting in September.

7. Overview of LOD Initiatives

Robyn Bryers introduced themselves and the Learning and Organizational Development division. Presented the updates to the Learning and Organizational Development organizational development plan. Core competencies for level of roles, tying competency evaluation to feedback/evaluations. Providing training pathways for areas of development.

Commission Halyard requested an update in the future on this program's process. Robyn responded that results should show available pathways to promotions and lead to a decrease in complaints.

Commissioner Renfield asked if County Executive was supportive of this program. Vicky Wilard responded that Derek Johnson is supportive vocally and supports providing financial support for this program.

Ideally, eventually the County can move to a 360 performance evaluation option. It is part of the Management academy and hopefully can move to be larger process across the county.

Commissioner Hochler asked where the coaching will come from. Robyn Breyers responded that vendor expansion includes coaching and that currently there isn't capacity for internal coaches. Ideally, eventually the County can offer internal coaching support in addition to external coaching

Commissioner Halyard asked about exit interviews. Robyn responded that Learning and Organizational Development is working on offboarding process. They are working on getting exit surveys and exit interviews.

Vicky Willard is working to utilize Human Resources as a resource for all staff. Promoting Learning and Organizational Development offerings to assist with small changes to improve communication and overall mentality of work and culture within the organization.

8. Open Discussion time for Commissioners inquiries to Human Resources

Commissioner Goldman was not at the April 16, 2025, meeting. April 16, 2025, minutes will be updated to reflect that.

Discussion of how to address issues of internal candidates not getting promoted and that the idea is the expansion of Learning and Organizational Development can work to address this.

9. Adjournment at 10:27am

MOTION (Goldman/Hochler) to adjourn the meeting.

AYES Unanimous

Upcoming Meetings:

Date	Time	Location	Topic
October 15, 2025	9:30AM	TBD	QUARTERLY MEETING