To: Members of the Commission

Fr: The Budget & Personnel Committee

Date: November 1, 2018

The Budget and Personnel Committee met November 1 via conference call. The Committee reviewed the quarterly expenditure report presented by Acting Executive Director Loressa Hon. The Committee recommended that the report be placed on the November meeting agenda, to give the full commission the opportunity to review and discuss it.

The Committee considered the Sexual Harassment and EEO policies prepared by staff, and recommended they also be placed on the next meeting's agenda for approval by the full Commission.

Commissioner Hayward asked about the status of the January 2019 meeting, and Ms. Hon replied that plans were being made to hold the January meeting in Oakland.

The Committee then adjourned to closed session to discuss personnel matters.