

**Personnel, Legislative and Public Affairs Subcommittee
Meeting Minutes
December 12, 2023**

A meeting of the Papio-Missouri River Natural Resources District's Personnel, Legislative and Public Affairs Subcommittee was held at the Natural Resources Center, 8901 S. 154th Street, Omaha, NE on December 12, 2023. The meeting was called to order by Chairman Ted Japp at 4:00 p.m.

QUORUM CALL: Quorum call was taken. The following individuals were in attendance.

Subcommittee Members Present	Subcommittee Members Absent	Other Directors Present	Others Present
Ted Japp, Chairman		Larry Bradley	John Winkler
Tim McCormick, Vice-Chairman		Fred Conley	Amanda Grint
Patrick Bonnett		Josh Henningsen	Brent Meyer, Legal Counsel
Tim Fowler		Kevyn Sopinski	Nicole Gust
Jim Thompson		Rich Tesar	Jean Tait
			Ashley Thomalla, HUB International
			Other Staff Members

- * Excused Absence
- ** Alternate Voting Member

ADOPTION OF AGENDA:

- **It was moved by Director McCormick and seconded by Director Fowler that the agenda be adopted.**

Roll call was taken on the motion. The motion carried on a vote of 5-yea.

Voting Yea: Bonnett, Fowler, McCormick, Thompson, Japp
 Voting Nay: None
 Abstaining: None
 Absent: None

PROOF OF PUBLICATION: Notice of the meeting was posted in all District Offices and published in the Omaha World Herald on December 7, 2023. The proof of publication affidavit is included with the file copy of these minutes.

1. Amendments to the Papio NRD’s 2024 Pay Program Administration Manual – John Winkler, Jean Tait and Ashley Thomalla, HUB International:

Administrative Coordinator Jean Tait and Ashley Thomalla, HUB International, briefed the Subcommittee on the recommended amendments to the Pay Program Administration Manual for 2024. All questions/concerns were addressed.

- **It was moved by Director McCormick and seconded by Director Fowler that the Subcommittee recommend to the Board of Directors that the proposed amendments to the Papio NRD’s Pay Program Administration Manual for 2024 be approved and incorporated into the District’s Policy Manual.**

Roll call was taken on the motion. The motion carried on a vote of 5-yea.

Voting Yea: Bonnett, Fowler, McCormick, Thompson, Japp
Voting Nay: None
Abstaining: None
Absent: None

2. Amendments to the Papio NRD's 2024 Employee Handbook – John Winkler and Jean Tait:

Administrative Coordinator Jean Tait briefed the Directors on the recommended amendments to the Papio-Missouri River NRD Employee Handbook. The changes include clarification that the District does not have a policy allowing employees to work from home, as well as updates on the Resignation, Travel and Expense Accounts and Non-Disability Leave of Absence Policies, in addition to some housekeeping. All questions/concerns were addressed.

- **It was moved by Director Fowler and seconded by Director McCormick that the Subcommittee recommend to the Board of Directors that the proposed amendments to the Papio NRD's 2024 Employee Handbook be approved and incorporated into the District's Policy Manual.**

Roll call was taken on the motion. The motion carried on a vote of 5-yea.

Voting Yea: Bonnett, Fowler, McCormick, Thompson, Japp
Voting Nay: None
Abstaining: None
Absent: None

ADJOURNMENT: Being no further business, the meeting adjourned by acclamation at 4:11 p.m.