

BOARD OF TRUSTEES REGULAR MEETING
 NORTH COUNTY CEMETERY DISTRICT
 For Monday, December 18, 2017 at **5:30** P.M.
 Oak Hill Memorial Park Office
 2640 Glen Ridge Road
 Escondido, CA. 92027-4532

Mission Statement

“It is the mission of the North County Cemetery District to provide respectful and cost effective cemetery services that meet the cultural, economic, religious and social needs of the community”.

Agenda Items May Be Addressed In A Sequence Different Than Listed.

Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the District Office at 2640 Glen Ridge Road, Escondido, during normal business hours.

AGENDA

- | | |
|---|---------------------|
| A. Call meeting to order: | Time _____ |
| B. Roll call: | |
| 1) Tanis Brown | 3) Thomas S. Knight |
| 2) Sharon Disney | 4) Steven Lochridge |
| 5) Michael D. Ott | |
| C. Opening of Meeting | |
| 1) U.S. Flag Salute & Pledge of Allegiance | |
| 2) Recognize visitors: | |
| Public input for non-agenda items. No action will be taken on non-agenda items. Speakers limited to three minutes each. | |
| D. Minutes: | |
| Approve minutes of the Regular Board Meeting of November 20, 2017 | Page 1 - 2 |
| E. Approve District Orders and Certificates | |
| F. Review correspondence as of December 12, 2017: | Pages 3 - 6 |
| G. Review Financial Report for month of November 2017: | Pages 7 - 27 |
| H. Review District Investment Report for month of November 2017: | Pages 28 - 36 |
| I. Continuing business: | |
| 1. Report on NCCD Safety Performance Recognition Event | Page 37 |
| 2. CemSites Cemetery Manager Program Status | Page 38 |
| J. New Business: | |
| 1. Biennial Review of NCCD Policy # 1020, Conflict of Interest Code | Page 39 - 40 |
| 2. Worker’s Compensation Insurance Coverage | Pages 41 – 44 |
| 3. CSDA Membership Renewal Dues | Page 45 |
| 4. Election of District Board Officers for 2017 Calendar Year | Page 46 |

K. Managers Report:

1. GM's Activities:
 - Financial Audit for FY 16-17: November 29 through December 1, 2017
 - Standing Loss EVR Test December 15 & 19
 - January 9, 2018: WEBINAR: Labor & Employment Law Changes in 2018
 - Annual Hearing Tests Scheduled for January 31, 2018
2. Operations Issues:
 - Received new WD-50 Dump Truck for Oak Hill
 - Received used Toro HDX-D Utility Truck for San Marcos
3. Equipment Down for repair:
 - San Marcos Ford 1220 Tractor
4. Personnel:
 - Terminations/Retirements: None
 - Hires: None
5. Monthly Employee Safety Training for November 2017:
 - “ Before You Turn the Key”

Calendar, Conference, and Meeting Travel Arrangements:

- February 22 – 24, 2018: CAPC Annual Conference in San Luis Obispo
- May 15 – 16, 2018: Special Districts Legislative Days
- September 24 – 27, 2018: CSDA Annual Conference in Palm Springs
- October 5 – 6, 2018: CAPC Education Day / Area Meeting in South Lake Tahoe

List of items pending:

- Committal & Activity Facility
- Carport for District Vehicles

Meeting adjourned at _____. The next Board of Trustees meeting is scheduled to be held at 5:30 p.m., Monday, January 15, 2018, at the Oak Hill Memorial Park office. **Please submit additions or changes to this agenda to the District office not later than 6:00 p.m., Friday, December 15, 2017.**

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