

General Manager Report on District Activities
Board of Trustees Meeting
February 11, 2010

1. New Administrative Assistant started work on January 19th.
2. Performance Evaluations were given to all staff.
3. Announcement of the Job Description and title change from Biologist to Operations Manager was made.
4. General Manager, Operations Manager and all Technicians attended the MVCAC Southern Region Continuing Education training in Anaheim on January 26-28.
5. Began work on FY 2010-11 Budget document. This year the Budget document will be substantially more detailed. A timeline for completion will be presented at the March 11th regular Board of Trustees meeting.
6. Began discussing surplus sale of additional Argo with other District Managers at the CEU training. Previous party that expressed interest backed out when San Luis Obispo County program offered to provide an Argo free of charge. One agency has already expressed an interest in our Argo and I will bring flyers to MVCAC Annual Conference to solicit additional interest.
7. Finalized new uniform style and colors with Technicians; expecting a quote from new uniform provider in the next few weeks.
8. Began to solicit quotes from local printing providers for new logo decals on trucks; new business cards for staff; and new letterhead for office.