



**COMMISSIONERS**

Joshua Alpine  
Chair  
(Special District)

Whitney Eklund  
Vice Chair  
(City)

Judy Friedman  
(Special District)

Cindy Gustafson  
(County)

Shanti Landon  
(County)

Sean Lomen  
(City)

Susan Rohan  
(Public)

**ALTERNATE  
COMMISSIONERS**

David Bass  
(City)

Anthony DeMattei  
(County)

Cherri Spriggs  
(Public)

Stephanie  
Youngblood  
(City)

Vacant  
(Special District)

**COUNSEL**

Michael Walker  
General Counsel

**STAFF**

Michelle McIntyre  
Executive Officer

Amanda Ross  
Acting Assistant  
Executive Officer

Amy Engle  
Commission Clerk

MINUTES OF THE  
LOCAL AGENCY FORMATION COMMISSION  
PERSONNEL COMMITTEE

Members of the Personnel Committee:  
Commissioners Alpine, Eklund, Landon, Rohan, and  
Alternate Commissioner Spriggs

**May 28, 2025**

Placer LAFCO Administrative Office  
110 Maple Street CA 95603

1. ROLL CALL

Chair Eklund opened the meeting at 10:01 AM.

Present Personnel Committee Commissioners: Joshua Alpine,  
Whitney Eklund, Shanti Landon, Susan Rohan, and Cherri Spriggs

Not Present Personnel Committee Commissioners: None

Staff Present: Amy Engle, Commission Clerk, Michelle McIntyre,  
Executive Officer, Michael Walker, Legal Counsel (remote)

2. CHANGES AND APPROVAL OF THE AGENDA

There were no changes to the agenda.

The Committee approved the agenda.

3. MINUTES

Commissioner Rohan motioned to approve the March 26, 2025,  
Personnel Committee Minutes, second by Commissioner Spriggs.

The motion passed.

4. BUSINESS ITEMS

A. Status of the Staffing Plan (Action)

Executive Officer Michelle McIntyre provided the Committee with an overview of the proposed tasks for the Senior Analyst and Analyst II positions.

The Committee discussed the item and recommended Ms. McIntyre bring the item to the Commission in the budget packet at the June 11, 2025, Commission Meeting.

- B. Develop New Annual Evaluation Format for Non-Union Employees (the Executive Officer position) (Action)

Executive Officer Michelle McIntyre reviewed the example evaluations from other LAFCOs with the Committee.

The Committee discussed the item and selected specific components to be incorporated into a draft evaluation form.

- C. Executive Officer's Report – The Executive Officer will orally provide an update on the Assistant Executive Officer recruitment.

Executive Officer Michelle McIntyre updated the Committee on the Assistant Executive Officer recruitment, noting that no applicants had prior LAFCO experience.

The Committee directed staff to revise the recruitment to a senior planner position, citing the anticipated need for LAFCO training.

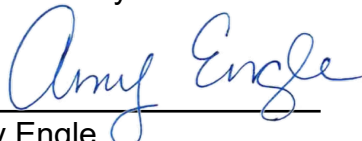
Commissioner Rohan moved to direct staff to prepare an evaluation draft for review by the Personnel Committee Chair and Vice-Chair before it is sent to the Commission, while acknowledging that other Commissioners may provide alternative forms to the Executive Officer for inclusion on the June 11, 2025, Commission meeting agenda, second by Commissioner Spriggs.

The motion passed.

## ADJOURNMENT

Chair Eklund adjourned the meeting at 12:10 PM.

Submitted by:



Amy Engle  
Placer LAFCO  
Commission Clerk