



**Supplemental Item  
March 5, 2014 Meeting**

**DATE:** February 27, 2014

**TO:** Children and Families Commission of Orange County

**FROM:** Christina Altmayer, Executive Director

**SUBJECT:** Corrections to Agenda Items No. 2 and No. 3

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This supplemental item includes corrections to Agenda Item No. 2 and No. 3 on the March 5, 2014 Commission agenda.

**Agenda Item No. 2 - Review of Administrative Policies and Procedures**

The Salary and Benefits Policy Resolution has been corrected to clarify the language related to the accrual of vacation hours. The revisions are shown on attached excerpt of the Salary and Benefits Policy Resolution, Section V. Vacation.

**Agenda Item No. 3 - Executive Director Employment Agreement**

The correct recommended action should read: "Approve changes to the employment agreement between the Commission Executive Director and the Children and Families Commission of Orange County."

**ATTACHMENT:**

1. Revised Language to Agenda Item 2



**Agenda Item No. 3  
March 5, 2014 Meeting**

**DATE:** February 26, 2014

**TO:** Children and Families Commission of Orange County

**FROM:** Christina Altmayer, Executive Director 

**SUBJECT:** Executive Director Employment Agreement

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**SUMMARY:**

The Commission Executive Director's contract stipulates a process for annual review. This consideration is in compliance with her contract.

**RECOMMENDED ACTION:**

Approve changes to the Children and Families Commission of Orange County's employment agreement.

**Contact:** Commission Counsel