

**Reading Municipal Light Department (RMLD) Board of Commissioners**

**Policy Committee Agenda**

**Tuesday, July 1, 2014**

**7:00 a.m.**

**General Manager's Conference Room**

1. Call Meeting to Order
2. RMLD Policy Matrix (Attachment)
3. Strategic Plan to Review and Update all RMLD Policies
4. Schedule Next Meeting
5. Motion to Adjourn

# RMLD POLICY MATRIX

Policy Number	Policy Name	Date	Current Group		Proposed Group		Department Responsibility	Possible Update Required
			Board/RMLD		Group			
1	Community Relations	07/21/04	Board		Operational		GM	
2	Surplus Material	07/21/04	Board		Operational		Facilities/Materials	
3	Safety Committee	09/28/04	Board		Operational		Facilities/HR	
4	Smoking	12/03/03	Board		Operational		GM	
5	Overnight Travel	10/29/02	Board		Operational		Accounting	* board separate
6	Drug Free Workplace	07/21/04	Board		Operational		HR	
7	Sick Plan Implementation	07/21/04	Board		Operational		HR	
8	OPEB Trust Fund	05/26/10	Board		Operational		GM	
9	RMLD Procurement	06/27/07	Board		Operational		Facilities/Materials	
10	RMLD Credit Card/Petty Cash	04/27/11	Board		Operational		Accounting	
11	Summer Employees	07/21/05	Board		Operational	dissolve	HR	
12	Board Document Dissemination	03/23/04	Board		Operational		GM	
13	Use of RMLD Conference Rooms	04/20/05	Board		Operational		Facilities	
14	Unique Employee Situation	07/21/04	Board		Operational		HR	
15	Sexual Harassment	08/26/04	Board		Operational		HR	* board separate
16	Violence Prevention in workplace	07/21/04	Board		Operational		Facilities/HR	* board separate
17	Tuition Reimbursement	04/21/01	Board		Operational		HR	
18	RMLD Strategic Plan	04/23/08	Board		Board		GM	
19	Board of Commissioners	05/26/10	Board		Board		GM	*
20	Family Medical Leave Act	07/21/04	Board		Operational		HR	*
21	Management Salaries and OT	04/20/05	Board		Operational		HR	
22	Pension Trust Investments	02/07/96	Board		Board		GM	
23	Dress Standards	06/27/07	Board		Operational		HR	
24	TQM	06/05/95	Board		Operational	dissolve		
25	Anonymous Communications	10/24/02	Board		Board	dissolve		
26	CDL Alcohol and Drug Testing	03/18/96	Board		Operational	dissolve	HR	
27	Electronic Comm. In Workplace	08/11/97	Board		Operational		IT/HR	* board separate
28	Severance Pay	05/17/99	Board		Operational	dissolve	GM	
29	Identity Theft Prevention	05/26/10	Board		Operational		Accounting/IT	
30	Sustainable Energy Policy	11/01/12	Board		Board		GM	
31	Vehicle Anti-Idling Policy	05/26/10	Board		Operational		Facilities	