

**ACWA/JOINT POWERS INSURANCE AUTHORITY**

**Unapproved 11/28/11**  
**Approved 1/04/12**

**EXECUTIVE COMMITTEE MEETING**

Marriott Anaheim Hotel  
Grand Ballroom F  
700 West Convention Way  
Anaheim, CA 92802  
(714) 750-8000

**MONDAY, NOVEMBER 28, 2011**

**MEMBERS PRESENT**

Chairman: E. G. "Jerry" Gladbach, Castaic Lake Water Agency  
Tom Cuquet, South Sutter Water District  
Joseph Dion, Citrus Heights Water District  
David Hodgins, Scotts Valley Water District  
W. D. "Bill" Knutson, Yuima Municipal Water District  
Melody McDonald, San Bernardino Valley Water Conservation District  
Charles Muse, Helix Water District  
Randy Record, ACWA Vice President  
Lou Reinkens, Tahoe City Public Utility District

**MEMBERS ABSENT**

None

**STAFF PRESENT**

See list of Attendees

**OTHERS PRESENT**

See list of Attendees

**WELCOME**

Chairman Gladbach welcomed everyone in attendance.

**CALL TO ORDER AND ANNOUNCEMENT OF QUORUM**

Chairman Gladbach called the meeting to order at 10:30 a.m. and announced that there was a quorum.

**PLEDGE OF ALLEGIANCE**

All in attendance stood and recited the Pledge of Allegiance led by Chairman Gladbach.

**EVACUATION PROCEDURES**

Mr. Sells briefly reviewed the building evacuation procedures.

## **PUBLIC COMMENT**

Chairman Gladbach then noted that, as the agenda stated, members of the public would be allowed to address the Executive Committee on any agenda item prior to the Committee's decision on that item. Comments on any issues which may or may not be on the agenda were also welcome. Two individuals asked to take the podium to address the Executive Committee and attendees:

Arthur Kidman, General Legal Counsel for Yorba Linda Water District, addressed the Committee and guests. Mr. Kidman stated that in November of 2008 there was a rapidly moving, wind-driven wildfire that destroyed 125 homes in the Yorba Linda area, that has since produced litigation against the water district and others. He expressed his gratitude to the JPIA, the Executive Committee members, and to the public water industry as a whole, for the support that all have given to the District in this matter.

Kenneth Vechiarelli, General Manager of the Yorba Linda Water District, also expressed his gratitude to the Committee and JPIA staff. He stated that the JPIA has always provided his District with the highest level of support, and the District appreciates that very much.

## **INTRODUCTION OF GUESTS**

Chairman Gladbach introduced the Executive Committee members, JPIA staff, and Robin L. Stewart of Kronick, Moskovitz, Tiedemann & Girard, JPIA Legal Counsel.

Mr. Gladbach also expressed congratulations to Andy Sells, who was recently promoted to Chief Executive Officer of the JPIA, and to other staff members who had recently received promotions: Peter Kuchinsky to Risk Management Manager, Patricia Slaven to Training Manager, and earlier in the year, Bobbette Wells to Executive Assistant.

## **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

None were noted.

## **CONSENT AGENDA**

Chairman Gladbach called for approval of the Consent Agenda.

M/S/C (Muse/Hodgin) (Yes – 9, No – 0): That the Executive Committee approve the minutes of the October 4, 2011 and November 8, 2011 Executive Committee meetings as presented, and approve the check writes of:

- September 8-22, 2011 – Claims
- September 8-22, 2011 – ACH & Wire Disbursements
- September 23, 2011 – Payroll
- September 30, 2011 – Regular
- September 22 to October 6, 2011 – ACH & Wire Disbursements
- September 23 to October 6, 2011 - Claims
- October 7, 2011 – Payroll
- October 7-21, 2011 – ACH & Wire Disbursements

- October 7-21, 2011 – Claims
- October 15, 2011 – Regular
- October 19, 2011 – Special Payroll
- October 21, 2011 – Payroll
- October 31, 2011 – Regular
- November 2, 2011 – Special Payroll
- November 4, 2011 – Payroll

## **ADMINISTRATION**

### **MEETINGS ATTENDED ON BEHALF OF THE JPIA**

Mr. Gladbach stated he had attended the ACWA Health Benefits Authority meeting recently to address support services and recruitment of an Executive Director for the Health Benefits Authority.

### **PROPOSED CALENDAR OF MEETING DATES FOR 2012**

No conflicts noted at this time.

### **CHANGES TO THE GOVERNING DOCUMENTS**

At the May 9, 2011 ACWA/JPIA Board of Directors meeting, the Board approved a number of changes to both the Joint Powers Agreement and the Bylaws. Some changes were merely grammatical and some were more substantive, updating the documents to reflect the JPIA's current business practices. During the workshop in the morning at conference and during the afternoon's Board of Directors meeting there was some discussion regarding the selection of the President and the Vice President. No action was taken, and currently the governing documents call for the President and the Vice President to be selected by the Board of Directors.

The Executive Committee reviewed proposed revisions that, in addition to making a few more grammatical corrections, would change the process of selecting the President and the Vice President from election by the Board of Directors to selection by the Executive Committee. The powers and duties would not change and the total number of Executive Committee members would not change. The terms of each would be two years and selection by the Executive Committee would take place at the first Executive Committee meeting following the Board of Directors election. There would be no limit to the number of terms a member of the Executive Committee could serve as President or Vice President.

Staff recommended that the Executive Committee approve the documents and forward to the Board of Directors for approval as presented.

M/S/C (Knutson/Hodgin) (Yes – 9, No – 0): That the Executive Committee approve the proposed changes to the governing documents and forward for approval by the Board of Directors.

## RESOLUTION TO LOCAL AGENCY INVESTMENT FUND (LAIF)

The Local Agency Investment Fund (LAIF) uses titles for its member's resolution forms for Membership. Staff is requesting to add the position of Director of Member Services to be an authorized signer with LAIF. Mr. Sells' title has also changed this year and as a result the LAIF form needs to be updated to contain the names and the current titles of the authorized JPIA staff members.

M/S/C (McDonald/Knutson) (Yes – 9, No – 0): That the Executive Committee approve the Resolution to Local Agency Investment Fund (LAIF) as presented.

## RESOLUTION FOR CONCURRING NOMINATION OF STEVE RUETTGERS TO THE ACWA HBA BOARD OF DIRECTORS

The Bylaws of the Association of California Water Agencies Health Benefits Authority (ACWA HBA) provide that an Agency may place into nomination its Director or Management Staff for any open position. The nomination must receive written concurrence of at least three Agencies which are members of the ACWA HBA in order for a nomination to be made to the Board of Directors.

Steve Ruetters of the Kern County Water Agency has been nominated, and staff is recommending that the ACWA JPIA Executive Committee make a concurring nomination for him to the Board of Directors of the Association of California Water Agencies Health Benefits Authority.

M/S/C (McDonald/Knutson) (Yes – 9, No – 0): That the Executive Committee approve the Resolution for concurring nomination of Steve Ruetters to the ACWA HBA Board of Directors as presented.

## **FINANCE**

### QUARTERLY INVESTMENT REPORT

In November 2008, PFM Asset Management (PFM) began managing approximately two-thirds of the JPIA's Investment Portfolio. Sarah Meacham, Senior Managing Consultant from PFM, presented a summary of the Investment Portfolio managed by PFM. This presentation included commentary on the current market and thoughts about managing the investments going forward. As of the period ending September 30, 2011, the total returns on the portfolio managed by PFM fell slightly below the Merrill Lynch 1-5 Year U.S. Government Index benchmark that was set previously, but overall, the total returns since inception still exceeds the benchmark.

## **RISK MANAGEMENT**

### RECOMMENDATIONS OF THE RISK MANAGEMENT COMMITTEE

No actions to report.

**MISCELLANEOUS**  
**FUTURE AGENDA ITEMS**

Mr. Knutson asked that more information about Electronic Communications and Information Technology be added to future agendas for the upcoming year.

The Executive Committee meeting adjourned at 11:12 a.m.

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E. G. "JERRY" GLADBACH, CHAIRMAN

ATTEST:

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WALTER A. SELLS, SECRETARY

## LIST OF ATTENDEES

<u>DISTRICT / ORGANIZATION</u>	<u>NAME</u>	<u>POSITION</u>
Alta Irrigation District	Norman Waldner	Director
Antelope Valley-East Kern Water Agency	Andy Rutledge	Director
Association of California Water Agencies	Jan Jennings	Director Admin
Calleguas Municipal Water District	Donald Hauser	Director
Calleguas Municipal Water District	William Seaver	Director
Carmichael Water District	Ron Greenwood	Director
Castaic Lake Water Agency	E.G. Jerry Gladbach	Director
Citrus Heights Water District	Joseph Dion	Director
Cucamonga Valley Water District	Kathy Tiegs	Director
Eastern Municipal Water District	Randy Record	ACWA VP
Elsinore Valley Municipal Water District	Phil Williams	Director
Fresno Metropolitan Flood Control District	Kendall Groom	Director
Friant Power Authority	Carl Janzen	Director
Helix Water District	John Linden	Alt. Director
Helix Water District	Charles Muse	Director
Hi-Desert Water District	Roger Mayes	Director
Humboldt Community Services District	Kevin McKenny	Director
Idyllwild Water District	Warren Monroe	Director
Kern County Water Agency	Terry Rogers	Director
Kings River Conservation District	Norman Waldner	Director
LaMore, Brazier, Riddle & Giampaoli	Jeffrey Oneal	Legal Counsel
Kronick, Moskovitz, Tiedemann & Girard	Robin Stewart	Legal Counsel
Madera Irrigation District	Carl Janzen	Director
Madera-Chowchilla Water & Power Authority	Carl Janzen	Director
Mesa Consolidated Water District	Fred Bockmiller	Director
Mission Hills Community Services District	James MacKenzie	Director
Municipal Water Dist of Orange County	Joan Finnegan	Director
North Coast County Water District	Joshua Cosgrove	Alt. Director
Orange County Water District	Philip Anthony	Director
Orchard Dale Water District	Robert Noonan	Director
Palm Ranch Irrigation District	Wayne Nygaard	Director
Purissima Hills Water District	Robert Anderson	Director
Rancho California Water District	John Hoagland	Director
Rancho California Water District	Dave Morrison	Safety Officer
Regional Water Authority	Joseph Dion	Director
Rincon Del Diablo Municipal Water District	Mitch Dion	General Mgr.
Rincon Del Diablo Municipal Water District	David Drake	Director
Sacramento Ground Water Authority	Neil Schild	Director
Sacramento Suburban Water District	Neil Schild	Director
Sacramento Suburban Water District	Dan York	Operations Mgr.
San Benito County Water District	Frank Bettencourt	Director
San Bernardino Valley Water Cons District	Melody McDonald	Director
San Dieguito Water District	Jace Schwarm	Alt. Director

<b><u>DISTRICT / ORGANIZATION</u></b>	<b><u>NAME</u></b>		<b><u>POSITION</u></b>
San Gabriel Basin Water Quality Authority	Bob	Kuhn	Director
San Geronio Pass Water Agency	John	Jeter	Director
San Juan Water District	Ken	Miller	Director
Scotts Valley Water District	David	Hodgin	Director
Sierra Lakes County Water District	Ulrich	Luscher	Director
South Sutter Water District	Tom	Cuquet	Director
Sunnyslope County Water District	Cathy	Buck	HR Mgr.
Sunnyslope County Water District	Danny	Villalon	Director
Sweetwater Authority	Margaret	Welsh	Director
Tahoe City Public Utility District	Lou	Reinkens	Director
Three Valleys Municipal Water District	Brian	Bowcock	Director
Twenty Nine Palms Water District	Philip	Cisneros	Director
Twentynine Palms Water District	Bo	Bourikas	Alt. Director
Valley Center Municipal Water District	Merle	Aleshire	Director
Valley Center Municipal Water District	William	Jeffrey	Alt. Director
Valley County Water District	Mariana	Lake	Alt. Director
Vandenberg Village Community Services Dist.	Chris	Brooks	Director
Vista Irrigation District	Eldon	Boone	Alt. Director
Vista Irrigation District	Paul	Dorey	Director
Walnut Valley Water District	Erik	Hitchman	Asst. GM
Walnut Valley Water District	Mike	Holmes	General Mgr.
Walnut Valley Water District	Scarlet	Kwong	Alt. Director
Westborough Water District	Perry	Bautista	Director
WGM & Associates	William	Malone	President
Wheeler Ridge-Maricopa Water Storage Dist	Mark	Gardner	Alt. Director
Yuima Municipal Water District	W.D. "Bill"	Knutson	Director

**JPIA STAFF - ATTENDANCE**

Walter "Andy" Sells  
Dick Damon  
David deBernardi  
John Gilstrap  
Peter Kuchinsky II  
Lee Patton  
Sylvia Robinson  
Patricia Slaven  
Nancy Stangel  
Michelle Stites  
Bobbette Wells

**POSITION**

Chief Executive Officer/Secretary  
Liability/Property Claims Manager  
Director of Finance  
Director of Member Services  
Risk Management Manager  
Sr. Risk Manager  
Publications & Web Editor  
Training Manager  
Director of Administration  
Administrative Assistant II  
Executive Assistant