



Approved: January 31, 2023

Executive Committee Meeting

ACWA JPIA
2100 Professional Drive
Roseville, CA 95661
(800) 231-5742

November 14, 2022

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District
Vice-Chair: David Drake, Rincon del Diablo Municipal Water District
Fred R. Bockmiller, Mesa Water District
Cathy Green, ACWA VP, Orange County Water District
Brent Hastey, Yuba Water Agency
Chris Kapheim, Kings River Conservation District
Randall Reed, Cucamonga Valley Water District
J. Bruce Rupp, Humboldt Bay Municipal Water District

MEMBERS ABSENT

None.

STAFF PRESENT

Chief Executive Officer/Secretary: Walter "Andy" Sells
Adrienne Beatty, Assistant Executive Officer
Chimene Camacho, Executive Assistant to the CEO (*Recording Secretary*)
Sarah Crawford, Training Manager
David deBernardi, Director of Finance
Robin Flint, Risk Control Manager
Robert Greenfield, General Counsel
Molly Quirk, Communications and Outreach Specialist
Sylvia Robinson, Publications/Web Editor
Patricia Slaven, Director of Human Resources and Administration
Sandra Smith, Employee Benefits Manager
Dan Steele, Finance Manager
Shelley Tippit, Accountant II

OTHERS IN ATTENDANCE

Tiffany Giammona, ACWA Senior Director of Operations and Member Engagement

WELCOME

Chair McDonald welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 8:31 a.m. She announced there was a quorum.

PLEDGE OF ALLEGIANCE

Chair McDonald led the Pledge of Allegiance.

ANNOUNCEMENT RECORDING OF MEETING

Chair McDonald announced that the meeting would be recorded to assist in preparation of minutes. Recordings are kept 30 days following the meeting, as mandated by the California Brown Act.

PUBLIC COMMENT

Chair McDonald 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 on the agenda, or not on the agenda, were also welcomed. No comments were brought forward.

INTRODUCTIONS

Chair McDonald asked all in attendance to introduce themselves.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Chair McDonald asked for any additions to, or deletions from, the agenda. There were no additions or deletions from the agenda.

CONSENT AGENDA

Chair McDonald called for approval of the Consent Agenda:

M/S/C (Bockmiller/Hastey) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the minutes of the September 28, 2022 meeting; and approve the JPIA disbursements of: Vendor Payments, Employee Benefits Claim Payments, Payroll, and summary of confidential claims payments for the Liability, Property, & Workers' Compensation Programs: September 16-30, 2022; October 1-15, 2022; and October 16-31, 2022.

ADMINISTRATION

Report on Meetings Attended on Behalf of the JPIA

None were reported.

Review of CEO performance process and set CEO goals for 2022-23

Mary Egan of Solutions MRG facilitated the discussion to set the CEO goals for 2022-23 and annual evaluation process.

Review and possibly take action on the Claims Authority Policy Revision

Mr. Greenfield stated that at the Executive Committee meeting on June 21, 2022, approval limits for reserves, settlements, and checks were set for several positions. At that time, authority between \$100,000.01 and \$150,000.00 was given to the Executive Committee Chair & Vice-Chair. In order to expedite authority, accommodate schedules, and possible unavailability, Mr. Greenfield presented staff's proposal to change the authority between \$100,000.01 and \$150,000 to require any two of the following three positions: Chief Executive Officer, Executive Committee Chair, and/or Executive Committee Vice-Chair.

M/S/C (Bockmiller/Rupp) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve that authority between \$100,000.01 and \$150,000.00 can be given authority by any combination of two positions: Chief Executive Officer, Executive Committee Chair, and/or Executive Committee Vice-Chair.

Review and possibly take action on proposed revision to the JPIA Bylaws

Mr. Sells presented the proposed revision to the JPIA Bylaws in Article III, Sections 2(a) regarding Existence of Vacancies. The goal of the proposed change is not to have a single member with two votes on the Executive Committee. Under the proposed Bylaws change, as long as there is a representative from the member sitting on the Executive Committee, the Vice President of the Association of California Water Agencies will not have a vote on Executive Committee matters.

A discussion was held to simplify the proposed Bylaws language revision to state that if there are two Executive Committee members from the same member, only one member will be allowed to vote on any given motion. The Committee approved the Bylaws revision in concept, but requested the simplified amended version be presented for approval at the next Executive Committee meeting on November 28, 2022. Upon approval by the Executive Committee, the Bylaws revision will then be forwarded to the Board of Directors for approval on the same date.

M/S/C (Kapheim/Reed) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the revision to the Bylaws with the amended version to be reviewed and approved at the next Executive Committee meeting.

Review and take action on new position and resultant salary schedule

With the pending retirement of Patricia Slaven, Director of Human Resources and Administration, JPIA will need a human resource professional to manage the JPIA Human Resources Department. The job description for the Human Resources Manager was included in the packet for the Committee's review.

M/S/C (Bockmiller/Hastey) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the new position of Human Resources Manager and resultant updated Salary Schedule, as presented.

Review and Approve JPIA Calendar of Meeting Dates for 2023

Mr. Sells presented the proposed 2023 JPIA Meetings Calendar for approval. When the calendar was originally presented at the September 28, 2022, Executive Committee meeting, requests were made to add an Employee Benefits Program Committee meeting and consider alternative dates for the June meetings. Reflective of the requested changes, the revised Calendar of Meetings Dates for 2023 was presented for approval.

M/S/C (Hastey/Drake) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the Calendar of Meeting Dates for 2023, as presented.

CALIFORNIA WATER INSURANCE FUND (CWIF)

Review of the CWIF Board of Directors meetings held on October 26, 2022

CWIF Chair Rupp reviewed the items that were addressed at the October 26, 2022, meeting which included the Dividend Declaration. He also reviewed some of the items addressed at the September 29, 2022 meeting.

MISCELLANEOUS

Future agenda items

- Set a joint meeting between the outgoing and incoming CWIF Board members.

CEO Update

Mr. Sells provided details regarding the upcoming Fall Conference 2022 to be held in Indian Wells on November 28-29, 2022.

ACWA Update

Ms. Giammona reported on current and scheduled events at ACWA including an update on the ACWA Fall Conference schedule. Under the leadership of ACWA Vice President Cathy Green, ACWA will announce the launch of the Council of Past Presidents, a mentoring program for first time ACWA attendees and new members. She also reported that the ACWA Foundation, intended to address diversity, equity, and inclusion in the water industry, was approved by the ACWA Board at its meeting last September.

Availability for next meeting: The Executive Committee is scheduled to meet next at Fall Conference in Indian Wells on November 28, 2022.

CLOSED SESSION

Before proceeding into closed session, General Counsel announced the items to be discussed.

M/S/C (Bockmiller/Hastey) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes): That the Executive Committee adjourn to closed session.

At approximately 11:20 a.m., the Executive Committee, upon advice of General Counsel, adjourned to closed session to discuss:

A. Conference with Legal Counsel (tort liability losses, public liability losses/claims, or workers' compensation liability claims) – Pursuant to Government Code Sec. 54956.95.

1. Gary Walker v. Ramona Municipal Water District (DOL 4/10/2013)

M/S/C (Reed/Rupp) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes): That the Executive Committee reconvene to open session.

The Committee returned to open session at approximately 11:40 a.m.

Closed session item A-1: Gary Walker v. Ramona Municipal Water District

M/S/C (Hastey/Kapheim) (Bockmiller-Yes; Drake-Yes; Green-Yes; Hastey-Yes; Kapheim-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes): That the Executive Committee approve the settlement in the amount of \$300,000.

The Executive Committee meeting adjourned at 11:45 a.m.

Attest:

X

Melody McDonald
Chair

X

Walter A. Sells
Secretary