



Approved: June 26, 2026

Executive Committee Meeting

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

April 27, 2026

This Special Executive Committee meeting was held via teleconference with the following remote sites:

- Gonzales-Brady – 37850 De Portola Road, Temecula
- Hastey – 3000 Plumas Arboga Road, Plumas Lake
- Kapheim – 11101 Avenue 412, Dinuba
- McDonald – 905 7th St., Sacramento
- Ratterman – 1216 Magers Road, San Andreas
- Reed – 6171 Columbus Court, Alta Loma
- Rupp – 69-275 Waikoloa Beach Drive, Waikoloa, Hawaii
- Wheaton – 7525 Los Creek Court, Citrus Heights

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District (via Zoom)

Vice Chair: J. Bruce Rupp, Humboldt Bay Municipal Water District (via Zoom)

Carol Lee Gonzales-Brady, Rancho California Water District (via Zoom)

Chris Kapheim, Kings River Conservation District (via Zoom)

Scott Ratterman, Calaveras County Water District (via Zoom)

Randall Reed, Cucamonga Valley Water District (via Zoom)

J. Bruce Rupp, Humboldt Bay Municipal Water District (via Zoom)

David Wheaton, Citrus Heights Water District (via Zoom)

MEMBERS ABSENT

Szu Pei Lu-Yang, Rowland Water District

STAFF PRESENT

Chief Executive Officer/Secretary: Adrienne Beatty

Chimene Camacho, Senior Executive Assistant

Jennifer Jobe, Deputy Executive Officer

Kellie Murphy, Interim General Counsel, Johnson Schachter & Lewis

Judy Shiu, Liability & Property Manager

OTHERS IN ATTENDANCE

None

WELCOME

Chair McDonald welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 4:02 PM. She announced there was a quorum.

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 members of the public were present.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Chair McDonald asked for any additions to, or deletions from, the agenda. None were noted.

I. GENERAL COUNSEL REQUEST FOR PROPOSALS

Ms. Beatty presented the timeline and process for the General Counsel Request for Proposals (RFP), including anticipated interview dates in June and July. She noted that an ad hoc committee, as appointed by Chair Melody McDonald, along with staff, will review proposals, develop interview questions, and conduct the first round of interviews on June 24, with a second round to be held, if necessary, prior to the July Executive Committee meeting.

Ms. Beatty reviewed the scope of services, which includes human resources-related matters and contract review. The Committee proposed revisions to the scope, including the addition of language authorizing the negotiation of contracts with outside vendors upon request of the CEO, and allowing the Board President to request additional duties.

The Committee discussed qualifications and proposal requirements, including the addition of a requirement for an active California law license, demonstrated knowledge of state employment law, and enhancements to billing rate disclosures and subcontractor approval processes. Ms. Beatty explained that any rate increases would be governed by contract terms and subject to Executive Committee approval. She further noted that subcontracting provisions would be addressed during contract negotiations, including invoicing requirements and approval protocols for specific types of legal work.

Discussion followed regarding potential conflicts of interest and pricing transparency. Ms. Beatty stated that conflicts must be disclosed and reviewed prior to engagement. The Committee also emphasized the importance of clearly defining expertise related to employee handbooks and compliance with state law requirements. Ms. Beatty agreed that respondents should explicitly address state law considerations in their approach to employee handbook review.

Ms. Beatty also clarified that all questions and proposals must be submitted directly to the CEO to ensure a fair and centralized communication process. A discrepancy in the RFP referencing “law firm” rather than “individual attorney” was identified, which Ms. Beatty confirmed would be corrected.

M/S/C (Hastey/Kapheim) (Gonzales-Brady-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Absent; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; McDonald-Yes): That the Executive Committee approve the draft General Counsel Request for Proposal and timeline with the proposed revisions as noted.

II. UPCOMING MEETING

Availability for Next Meeting

The Executive Committee is scheduled to meet next on June 26, 2026.

III. CLOSED SESSION

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

M/S/C (Hastey/Kapheim) (Gonzales-Brady-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Absent; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; McDonald-Yes): That the Executive Committee adjourn to closed session.

At approximately 4:28 PM, 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. Shanna Kuhlemier vs. Truckee Donner Public Utility District (DOL 7/18/2024)

M/S/C (Kapheim/Rupp) (Gonzales-Brady-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Absent; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; McDonald-Yes): That the Executive Committee reconvene to open session.

The Committee returned to open session at approximately 5:06 PM.

Closed Session Item A: No action taken. Direction given to staff.

The Executive Committee meeting adjourned at 5:09 PM.

Attest:

X

Melody McDonald
Chair

X

Adrienne Beatty
Secretary