



Approved: January 22, 2026

Executive Committee Meeting
2100 Professional Drive
Roseville, CA 95661

September 30, 2025

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District
Vice Chair: J. Bruce Rupp, Humboldt Bay Municipal Water District
Ernie Avila, Contra Costa Water District, ACWA Vice President
Brent Hastey, Reclamation District 784
Chris Kapheim, Kings River Conservation District
Szu Pei Lu-Yang, Rowland Water District
Scott Ratterman, Calaveras County Water District
Randall Reed, Cucamonga Valley Water District
David Wheaton, Citrus Heights Water District

MEMBERS ABSENT

None

STAFF PRESENT

Chief Executive Officer/Secretary: Adrienne Beatty
Amber Anderson, Member Services Representative II (via Zoom)
Laura Baryak, Event Planner
Erin Bowles, Workers' Compensation Manager
Chimene Camacho, Senior Executive Assistant to the CEO (*Recording Secretary*)
Paula Christy, Claims Adjuster III (via Zoom)
Sarah Crawford, Member Education Manager
Cassie Crittenden, HR Specialist
David deBernardi, Director of Finance
Adam Dedmon, Employee Benefits Manager
Robin Flint, Risk Control Manager
Robert Greenfield, General Counsel
Jennifer Jobe, Director of Pooled Programs
Erik Kowalewski, IT Manager
Kenzie Lundy, Administrative Assistant II (via Zoom)
Jill Martin, Member Services Representative II
Jillian Sciancalepore, Administrative Assistant III
Judy Shiu, Liability and Property Claims Manager
Heidi Singer, Accountant III
Dan Steele, Finance Manager
Shelley Tippit, Claims Adjuster I (via Zoom)

Kayla Villa, Litigation Manager
Lisa Waltman, Claims Adjuster III
Tony Waterford, Human Resources Manager
Nidia Watkins, Member Services Representative II

OTHERS IN ATTENDANCE

Mary Egan, MRG (arrived at 9:00 AM)
Tiffany Giammona, Senior Director of Operations and Member Engagement, ACWA
Matthew Knudson, General Manager, Antelope Valley-East Kern Water Agency (via Zoom; left at 8:57 AM)
Justin Livesay, Engineering Manager, Antelope Valley-East Kern Water Agency (via Zoom; left at 8:57 AM)

WELCOME

Chair McDonald welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 8:02 a.m. She announced there was a quorum.

PLEDGE OF ALLEGIANCE

Chair McDonald led the Pledge of Allegiance.

EVACUATION PROCEDURES

Ms. Beatty gave the evacuation procedure instructions.

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 Ralph M. 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. None were noted.

INTRODUCTIONS

Chair McDonald asked that the Executive Committee, staff, and others in attendance introduce themselves. Chair McDonald then welcomed the JPIA's new employees at their first Executive Committee meeting: Amber Anderson, Jill Martin, and Lisa Waltman.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

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

OPEN PUBLIC MEETING RELATED TO AB2561 LOCAL PUBLIC EMPLOYEES

Chair McDonald opened the public meeting required by Government Code Section 3502.3 requiring public agencies to present the status of vacancies and recruitment and retention efforts at least once a year. Mr. Waterford, ACWA JPIA Human Resources Manager, presented an overview of the current vacancies and recruitments across all departments. No public comment was received. Chair McDonald closed the public meeting.

I. CONSENT AGENDA

Chair McDonald called for approval of the Consent Agenda:

M/S/C (Hastey/Ratterman) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the minutes of July 15, 2025 meeting; ratify the JPIA disbursements of: Vendor payments, Employee_Benefits claim payments, Payroll, and Summary of Confidential Claims payments for the Liability, Property, & Workers' Compensation Programs: July 1-15, 2024, July 16-31, 2025, August 1-15, 2025, August 16-30, 2025, and September 1-15, 2025, pursuant to Government Code Section 53910 et seq.; approve an excused absence for any Executive Committee member; and approve the New Building Purchase Confirmation, the Kaiser Sr. Advantage Plan Renewal Rate, and the 2026 Stop Loss Quote Confirmations.

II. RECOGNITION

Recognition of Employee Milestone Anniversaries and Retirements

Chair McDonald announced the recognition of two milestone anniversaries and two retirements at this meeting, with Ms. Beatty highlighting the accomplishments of each employee.

Milestone Anniversaries:

- Terry Lofing, Administrative Assistant III - 30 years
- Cassie Crittenden, HR Specialist – 5 years

Retirements:

- Linda Craun, Administrative Assistant III - Member Education Department
 - Retiring on: December 31, 2025
 - Years of Service at Retirement: 21 years
- Jackie Rech, Employee Benefits Specialist
 - Retiring on: January 3, 2026
 - Years of Service at Retirement: 7 years

III. ADMINISTRATION

Report on Meetings Attended on Behalf of the JPIA

Vice Chair Rupp reported attending the ACWA Board of Directors meeting and Chair McDonald, Director Avila, Director Hastey, and Director Ratterman reported attending the CAJPA Annual Conference in Monterey on September 16-19, 2025.

AVEK Appeal of Denial of Property Program Coverage

Mr. Greenfield provided background on Antelope Valley-East Kern Water Agency's (AVEK) denial of coverage for its unscheduled Eastside NEM solar array which experienced a loss between March 18-27, 2024, wherein approximately 2,700 yards of electrical wire were stolen from the Eastside NEM solar array resulting in an estimated \$1,986,505 in damages. Inquiries about a potential loss were submitted to staff in September 2024; a formal property claim and request for coverage was not submitted until March 2025.

As part of the annual renewal process, member agencies are asked to review and update scheduled assets and these requests were made to AVEK; however, the Eastside NEM was not scheduled prior to loss and no contributions were ever collected for the asset; therefore, coverage was denied. In response to requests from AVEK's General Manager for JPIA to consider coverage despite the property being unscheduled, staff provided guidance on the formal claim submittal, denial, and appeal process as outlined in the Memorandum of Coverage (MOC). The process is designed to ensure that all appeals are reviewed fairly and in accordance with its terms.

To preserve the relationship and provide a constructive resolution, staff worked with AVEK to add all three of its solar arrays, including the Eastside Solar Array, to the property schedule retroactively, effective July 1, 2024, with the Eastside array endorsed at an actual cash value of \$1.9M.

AVEK's General Manager, Matthew Knudson, and Engineering Manager, Justin Livesay, presented their appeal virtually. After extensive discussion, the Committee expressed concern that granting coverage would set a precedent for unscheduled assets, potentially creating Property Program management issues and unfair cost for Members. As such, the Committee unanimously agreed to uphold the staff denial, in accordance with the MOC's exclusion of coverage for unscheduled assets.

M/S/C (Hastey/Reed) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee uphold the denial of coverage to Antelope Valley-East Kern Water Agency for the claim of \$1,986,505 in property damage costs to the Eastside NEM unscheduled asset, as per the Property MOC exclusion for unscheduled assets.

Review and Take Action on Proposed Changes to the Bylaws

Ms. Beatty noted that in June and July 2025, the Executive Committee held discussions on proposed changes to the Bylaws with regard to the Executive Committee election

process and Advisory Committee eligibility, participation, and appointment process. The Committee requested formal draft revisions be presented at this meeting for review.

The Executive Committee election process is outlined in both the Bylaws and the Board of Directors Manual. However, since the Board of Directors Manual is a procedural guide rather than a governing document, official election policy and process should be memorialized in the Bylaws, to be approved by the Executive Committee and ratified by the Board of Directors. Accordingly, the appropriate sections of the "Election Rules" have been removed from the Manual and incorporated into the Bylaws. A redline draft, included in the packet, reflects proposed revisions to *Article II, Board of Directors*. Specifically, "Section 9. Voting" and "Section 10. Inspectors of Election" (renumbered Section 11) have been updated per the Committee's July direction, and a new "Section 10. Election Rules" has been added. As per Committee feedback received in July, additional revisions have been made to include: (1) a provision for an alternative voting method if electronic voting is unavailable, with backup procedures to be memorialized in an internal policy, and (2) language retaining the requirement for election inspectors from the Board, while clarifying which responsibilities rest with inspectors versus staff.

As discussed with the Committee in June, the Bylaws have also been updated with regard to the Standing Advisory Committees to further define eligibility requirements and add participation requirements and appointment procedures.

M/S/C (Reed/Wheaton) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the revisions to the Bylaws, as presented, and forward for ratification to the Board of Directors.

Update on Legislative Program

Mr. Greenfield provided an update on the legislation currently being monitored by JPIA. The organization supports AB1067, AB394, AB1293, and AB466, with governor signature requests submitted, and opposes AB367, which would impose strict water capacity requirements for wildfire management in Ventura County, raising concern that it could establish a problematic statewide precedent. Details of each bill were provided in the packet.

He also reported that, in addition to these lobbying efforts, JPIA has been invited to participate in a small ACWA State Legislative Committee working group tasked with developing a plan to address wildfire liability claims against water agencies in light of the Governor's recent Wildfire Fund Proposal, which includes limits on inverse condemnation recovery. The group is optimistic about achieving meaningful change for water agencies and is working under the slogan, "*Water Does Not Cause Wildfires.*"

JPIA is also participating in a 3-person CAJPA legislative committee working under the slogan, "*Protect your Public Funds.*"

Approval of Legislative Platform and 2026 Legislative Efforts

Mr. Greenfield shared that Broad & Gusman's legislative advocacy contract is currently on a month-to-month, and staff requests approval to continue legislative activities through 2025 and the 2026 session. The proposed platform aligns with CAJPA, PRISM, SELF (excluding school-specific priorities), and the Chamber of Commerce.

While generally the Committee supported continuing legislative activities, they requested staff more specifically define a process for formalizing positions on bills in the legislative platform, including how to address issues that are time-sensitive. They requested a member notification process – when seeking support from members to support or oppose bills as they arise – also be defined. Staff noted a proposal including the above requests will be presented to the Committee in 2026.

M/S/C (Kapheim/Hastey) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve ongoing legislative activities for 2025 and 2026.

IV. PERSONNEL COMMITTEE

Personnel Committee Chair McDonald reported on the Committee's recommendation from its September 3, 2025, meeting. The Committee discussed recognizing Juneteenth as a bankable paid holiday beginning in 2026. Director Reed expressed support for recognizing the holiday but did not support adding it as an additional paid holiday noting preferring for employees to use their existing banked holidays to observe Juneteenth, if they so choose.

M/S/C (Hastey/Rupp) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-No; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve Juneteenth as a JPIA bankable paid holiday effective 2026.

V. FINANCE AND AUDIT COMMITTEE

Finance and Audit Committee Chair Rupp reported on the Committee's recommendations from its meeting on September 29, 2025.

M/S/C (Rupp/Kapheim) (Avila-Absent; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the changes to the Investment Policy and forward it to the Board of Directors at the 2025 ACWA JPIA Fall Membership Summit for final approval.

M/S/C (Rupp/Hastey) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the change to JPIA's fiscal year from ending September 30 to June 30.

M/S/C (Rupp/Reed) (Avila-Yes; HasteY-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the allocation of the \$20 million dividend, as presented, as well as the standardization of this allocation process going forward for treatment of dividends received by ACWA JPIA from CWIF.

VI. LIABILITY PROGRAM COMMITTEE

Liability Program Committee Chair Ratterman reported on the Committee's recommendations from its meeting on September 29, 2025.

M/S/C (Ratterman/Wheaton) (Avila-Yes; HasteY-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the revisions to the General Liability Memorandum of Coverage, effective October 1, 2025.

M/S/C (Ratterman/Kapheim) (Avila-Yes; HasteY-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the reinsurance and excess terms, conditions, and premiums as presented, effective October 1, 2025.

M/S/C (Ratterman/HasteY) (Avila-Yes; HasteY-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve a 5% rate increase for the 2025-26 Program Year.

VII. MEMBERSHIP

Orange Cove Irrigation District

Ms. Watkins provided a background on Orange Cove Irrigation District's (OCID) application for admission into the Liability Program. OCID provides irrigation water to 500 farmers on 28,000 acres near the Fresno County community of Orange Cove and owns and operates a 500-kilowatt hydroelectric facility at the Friant Dam site.

A prospective member risk assessment was conducted to determine substantial conformance with the JPIA's Commitment to Excellence (C2E) Program, JPIA best practices, occupational safety and health standards, and consensus with public agency loss control methods. Overall, a favorable opinion was developed about the staff and operations of OCID. Should OCID join the ACWA JPIA, a service plan will be implemented to complement the district's safety and risk management program with ACWA JPIA resources.

M/S/C (Rupp/Avila) (Avila-Yes; HasteY-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes):

That the Executive Committee approve Orange Cove Irrigation District's application for admission into the Liability Program, as presented.

VIII. UPDATES

ACWA Update

Ms. Giammona provided a brief update on ACWA's relevant current issues and events, including the upcoming ACWA Fall Conference to be held in San Diego on December 2-4, 2025.

CEO Update

Ms. Beatty reported on several key organizational initiatives. She shared that a new Manager Mentoring Program will be launched in January 2026 to support managerial skills enhancement and organizational growth. The program features a four-director rotation system, providing each manager with mentoring from Adrienne Beatty, Robert Greenfield, David DeBernardi, and Jennifer Jobe. With capacity for four managers per year, the three-year cycle will allow all managers to participate in structured mentor and mentee guides which clearly define objectives, measurable outcomes, and accountability frameworks developed collaboratively by the director team.

Ms. Beatty also noted that an Employee Recognition Program has been refined to create a more systematic and consistent approach to acknowledging employee tenure and service replacing current processes.

With regard to the new building, Ms. Beatty shared that a space planner/architect has been selected. The completed space plan will be presented to the Ad Hoc Building Committee at their November meeting and an update on building renovation progress will be presented during the CEO Update at the December 1st Board meeting. Subsequent to the finalization of the space plan, the next major steps are the construction RFP process, pre-construction demolition, and obtaining permits from the City for planned work. Once a contractor has been selected and a construction plan proposed, the Executive Committee will approve a not-to-exceed amount to confirm and monitor anticipated costs and expenditures through the renovation phase of the project.

The AGRiP Pooling Academy will continue in January 2026, with the JPIA now having enough new staff members to form a third 20–25 person cohort. In addition, the AGRiP Sidecar AI modules—an online, AI-focused learning program—have been purchased for all employees, with managers responsible for assigning modules to their staff. Dan Steele serves as JPIA's AI Champion and will continue participating in monthly AI Champion collaboration meetings and providing regular updates to the leadership team. The Executive Committee unanimously expressed interest in establishing its own Sidecar AI cohort, which will be facilitated by Ms. Beatty, also in 2026.

Finally, this meeting marked Director Avila's final Executive Committee meeting as ACWA Vice President. Director Avila expressed his appreciation for the Committee and its work.

IX. UPCOMING MEETING

Future Agenda items

None.

Availability for Next Meeting

The Executive Committee is scheduled to meet next on January 22, 2026.

X. CLOSED SESSION

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

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

At approximately 10:20 AM, 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. Ventas REIT v. Vista Irrigation District (DOL May 19, 2024)
- B. Public Employee Performance Evaluation (Personnel) – Pursuant to Government Code(s) Sec. 54957 and 54957.6 (conference with Labor Negotiators).
 1. Position: Chief Executive Officer

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

The Committee returned to open session at 10:50 AM.

Closed session item A-1: Ventas REIT v. Vista Irrigation District (DOL May 19, 2024)

M/S/C (Ratterman/Hastey) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Wheaton-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee grant authority in the amount of \$3,587,443.19 to settle the claim.

XI. CHIEF EXECUTIVE OFFICER EMPLOYMENT CONTRACT

The Executive Committee reviewed the Chief Executive Officer's 2025–26 employment contract in Closed Session, including discussion of the CEO's performance evaluation and contract terms. Chair McDonald thanked the Ad Hoc Committee and the Consultant, Mary Egan, for their work on the CEO evaluation. A discussion was held regarding the methodologies used. It was confirmed that the evaluation focused solely on the CEO's request and did not take her contract into account. As a result, the bonus provision was inadvertently overlooked. It was agreed that this matter would be brought back for consideration at the next Executive Committee meeting in January.

Director Reed acknowledged that Ms. Beatty has done an excellent job but expressed his opposition to Section 6.2 of the CEO contract. This section allows the Executive Committee to grant annual increases of 3%–7% during years two through five, based on performance ratings of "meets expectations," "exceeds expectations," or "outstanding performance," consistent with JPIA's employee review system. Director Reed stated that he does not support including specific percentage ranges as required or predetermined increases.

M/S/C (Rupp/Wheaton) (Avila-Yes; Hastey-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-No; Wheaton-Yes; Rupp-Yes; McDonald-Yes):
That the Executive Committee approve the Chief Executive Officer's Employment Contract, as presented, for a period of five (5) years with an annual salary for the 2025-26 year of \$333,396.00, \$750.00 per month automobile allowance, and \$600 per month out-of-pocket expenses.

The Executive Committee meeting adjourned at 10:52 AM.

Attest:

X

Melody McDonald
Chair

X

Adrienne Beatty
Secretary