

1. CALL TO ORDER

Chair Yasutake called the meeting of the Executive Committee to order at 8:30 a.m. Individuals in attendance are listed below:

Executive Committee Members

Ron Greenwood, Carmichael Water District
Marcus Yasutake, City of Folsom
Jim Peifer, City of Sacramento
Debra Sedwick, Del Paso Manor Water District
Paul Schubert, Golden State Water Company
Kerry Schmitz, Sacramento County Water Agency
Dan York, Sacramento Suburban Water District
Pam Tobin, San Juan Water District

Staff Members

John Woodling, Rob Swartz, Ryan Ojakian, Nancy Marrier, Cecilia Partridge and Ryan Bezerra, legal counsel

Others in Attendance

Peggy Vande Vooren and Sarah Trondsen, Gilbert Associates, Inc., Brent Smith, Placer County Water Agency and Nicole Krotoski, CPA attended via conference phone

2. PUBLIC COMMENT

Mr. Woodling read an email from Mark Madison, General Manager of Elk Grove Water District, regarding SB 998. The email was received this morning and reflects Mr. Madison's concerns requesting this item be placed on the next RWA Board meeting agenda for discussion. It was decided to table this for discussion with the RWA Board on January 10, 2019.

3. CONSENT CALENDAR

a. The minutes from the Executive Committee meeting held October 24, 2018.

Motion/Second/Carried (M/S/C) Ms. Tobin moved, with a second by Mr. Greenwood, to approve the minutes from the October 24, 2018 Executive Committee meeting. The motion carried by the unanimous voice vote of all directors present.

4. WATER MARKETING STRATEGY PLAN

Rob Swartz, Manager of Technical Services, said that in April 2017, the El Dorado County Water Agency (EDCWA) received a grant through the United States Bureau of Reclamation for a WaterSMART Water Marketing Strategy. The Regional Water Authority (RWA), along with the City of Sacramento, City of Folsom, Placer County Water Agency, and Sacramento Suburban Water District, participated as non-Federal partners in the application.

EDCWA subsequently received a \$400,000 grant award to develop a Water Marketing Strategy Plan (Marketing Plan). The Marketing Plan will explore both the surface water transfer market and the groundwater substitution transfer market, with the latter being a key component of the RWA Regional Water Reliability Plan (RWRP).

RWA's commitment to the grant is to provide local cost share in the form of previously authorized and funded work under the RWA RWRP Project, and to provide approximately 240 hours of in-kind staff participation over the two-plus years of the Marketing Plan development. The Memorandum of Agreement (MOA) included in the packet was developed by EDCWA to document the roles and contribution commitments of the non-Federal partners.

Ms. Tobin indicated that San Juan Water District would have an interest in participating directly in the Marketing Plan. Chair Yasutake will bring San Juan Water District's interest to Ken Payne's attention. It was clarified that the purpose of the MOA is to demonstrate to Reclamation that El Dorado County Water Agency has a commitment of local cost share from the partners that were in the original application. While San Juan Water District may be added at a later date, this will not affect RWA's need to execute the current MOA.

Mr. Swartz noted that all member agencies are represented through the Regional Reliability Plan, which is an ongoing project.

M/S/C Ms. Sedwick moved, with a second by Ms. Schmitz, to Recommend RWA Board to Authorize Executive Director to sign a Memorandum of Agreement with non-Federal partners to develop a Water Marketing Strategy Plan. The motion carried by the unanimous voice vote of all directors present.

5. RWA 2018 AUDIT REPORT

Peggy Vande Vooren, with the firm of Gilbert Associates, Inc. reported that they have completed the financial audit for the fiscal year that ended June 30, 2018. The full audit report was included in the packet. She handed out an Executive Summary. Given that this was the first year to audit RWA, Gilbert performed the audit in two phases with an interim visit in July and the yearend visit in October. This was the first year that RWA had to implement the GASB 75 standard. Some of the financial documents were trimmed down from previous years. Ms. Vande

Vooren gave an overview of the audit including required communications to the board, the audit report, statement of net position, statement of revenues, expenses and changes in net position, statement of cash flows, notes to the financial statements, required supplementary information and other independent auditor's report. She also noted a schedule of changes in the OPEB Liability.

Mr. Peifer exited the meeting.

The opinion was a clean, unmodified opinion with no deficiencies found and no audit adjustments.

M/S/C Ms. Sedwick moved, with a second by Ms. Tobin, to recommend RWA Board acceptance of 2018 RWA financial audit report with any corrections. The motion carried by the unanimous voice vote of all directors present.

6. PERSONNEL POLICIES UPDATE

John Woodling, Executive Director, reported that on June 27, 2018 the Executive Committee authorized the Executive Director to approve a master services agreement for human resources services with Regional Government Services (RGS). RGS was tasked with updating RWA's employee handbook to comply with all current state and federal laws. A new successor document combining and replacing Policy 400.1 Employee Handbook dated November 13, 2008 and all prior revisions and appendices were included in the packet. The policy includes four new Appendices (C, D, E and H) as well as Appendices A, B and F, which incorporate existing RWA Policies by reference. Appendix G includes the existing policy relative to health care reimbursement which was previously included in the body of the Employee Handbook. The new personnel policies have been reviewed by legal counsel.

Mr. Woodling noted some changes to the document: 1) under section 807.1 C. 22 days should replace 24 days and 2) section 808.6 the last line of the paragraph should read "...for each day of sick leave". Appendix D, under IV *Drug and Alcohol Testing*, number 1 should be removed and the document should be renumbered.

M/S/C Ms. Tobin moved, with a second by Mr. York, to recommend RWA Board approval of RWA Personnel Rules Policy 400.1; Appendix C: Harassment and Retaliation Prevention; Appendix D: Drug Free Work Place; Appendix E: Workplace Violence; Appendix G: Health Reimbursement and Appendix H: Family Care Leave, with the above noted changes. The motion carried by the unanimous voice vote of all directors present.

7. SUBCOMMITTEE UPDATES

The Conference Subcommittee held a Delta Update workshop event following the November 8th RWA Board meeting. Speakers for the Delta Update included Jennifer Buckman, Jim Peifer, Ryan Bezerra and Tom Gohring. Considering future changes another Delta workshop may be planned in 2019.

The Conference Subcommittee is discussing different idea for future events including how get the business community better engaged on water issues.

Executive Committee members are reaching out to SACOG contacts to determine interest in RWA. Kerri Howell will be the new SACOG representative from the City of Folsom. Nevada Irrigation District has three new board members and may need additional time before approaching them to determine their interest in RWA membership.

8. 2019 RWA BOARD MEETING SCHEDULE

M/S/C Ms. Sedwick moved, with a second by Ms. Schmitz, to recommend RWA Board approval of the proposed RWA Board meetings for 2019. The motion carried by the unanimous voice vote of all directors present.

9. JANUARY 10, 2019 RWA BOARD MEETING AGENDA

It was suggested that the 2019 RWA Financial Audit Report item be moved under the Consent Calendar as 3d, and the Memorandum of Agreement with non-Federal partners to develop a Water Marketing Strategy Plan be moved to agenda item 5 with the remaining items renumbered. The email from Elk Grove Water District regarding item SB 998 will be addressed under the Executive Director's Report.

M/S/C Ms. Tobin moved, with a second by Ms. Schmitz, to approve the agenda for January 10, 2019 meeting of the RWA Board of Directors, with the noted changes. The motion carried by the unanimous voice vote of all directors present.

11. EXECUTIVE DIRECTOR'S REPORT

Mr. Woodling said one of the main priorities for Ryan Ojakian, the new Legislative and Regulatory Affairs Manager, is the issue of funding for safe drinking water. Staff is being much more proactive seeking a viable proposal for providing funding. ACWA is planning to sponsor a bill to establish a trust fund that will be spent for disadvantaged community's failing drinking water systems over time. A source to fund the trust needs to be implemented to create the fund. The focus needs to be on showing that we have a viable proposal that is more cost effective than a tax.

The contract lobbyist is now employed by RWA and will be representing all RWA members. A contact person from each agency will be needed to participate on legislative issues in monthly meetings or conference calls.

12. DIRECTORS' COMMENTS

Mr. York said that Rob Roscoe's official retirement date is December 8, 2018.

Ms. Tobin said that Mr. Roscoe has been very helpful to her on Region 4 issues.

Ms. Sedwick congratulated Mr. Woodling on the ACWA Emissary Award that he received. Del Paso Manor Water District will have three new directors

Chair Yasutake said that Kerri Howell was reelected and the City of Folsom will have two new council members.

ADJOURNMENT

With no further business to come before the Executive Committee, Chair Yasutake adjourned the meeting at 9:48 a.m.

By:

Chairperson

Attest:

Nancy Marrier, Board Secretary / Treasurer