

**REGIONAL WATER AUTHORITY
SPECIAL MEETING OF THE BOARD OF DIRECTORS
Friday, February 15, 2019, 11:30 a.m.**

5620 Birdcage Street, Suite 110
Citrus Heights, CA 95610
(916) 967-7692

AGENDA

The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT: Members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.

3. EXECUTIVE DIRECTOR RECRUITMENT PROCESS AND SCHEDULE

Information Presentation and Discussion

4. a. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(F) AND 54957.6. CONFERENCE WITH LABOR NEGOTIATORS

Designated Representatives: Directors Schubert and Schmitz
Unrepresented Employee: Manager of Technical Services

b. CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS 54954.5(E) AND 54957. PUBLIC EMPLOYEE APPOINTMENT

Title: Interim Executive Director

5. REPORTS FROM CLOSED SESSIONS

6. INTERIM EXECUTIVE DIRECTOR APPOINTMENT

Information Presentation: John Woodling, Executive Director

Action: Appoint Robert J. Swartz as Interim Executive Director for a period beginning March 1, 2019 until a new permanent Executive Director begins work or June 30, 2019, whichever comes first.

Action: Approve a pay scale of \$16,704 per month for the position of Interim Executive Director and update Exhibit A of Policy 400.2, Employee Compensation accordingly

ADJOURNMENT

Upcoming meetings:

Next Executive Committee Meetings – Wednesday, February 27, 2019 and March 27, 2019, 8:30 a.m. at the RWA office.

Next RWA Board of Directors' Meeting – Thursday, March 14, 2019, 9:00 a.m., at the RWA Office.

Notification will be emailed when the RWA electronic packet is complete and posted on the RWA website at <http://www.rwah2o.org/meetings/board-meetings/>.

AGENDA ITEM 3: EXECUTIVE DIRECTOR RECRUITMENT PROCESS AND SCHEDULE

Information Presentation and Discussion

**AGENDA ITEM 4a: CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS
54954.5(F) AND 54957.6. CONFERENCE WITH LABOR NEGOTIATORS**

Designated Representatives: Directors Schubert and Schmitz
Unrepresented Employee: Manager of Technical Services

**AGENDA ITEM 4b: CLOSED SESSION UNDER GOVERNMENT CODE SECTIONS
54954.5(E) AND 54957. PUBLIC EMPLOYEE APPOINTMENT**

Title: Interim Executive Director

AGENDA ITEM 5: REPORTS FROM CLOSED SESSIONS

**EXHIBIT A
RWA POLICY 400.2**

MONTHLY SALARY SCHEDULE OF RWA POSITIONS

Recommended Salary Ranges per Compensation Study

January 1, 2019

Amended February 15, 2019

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$12,655	\$13,161	\$13,667	\$14,174	\$14,680	\$15,186
Principal Project Manager	\$10,352	\$10,766	\$11,180	\$11,594	\$12,008	\$12,422
Senior Project Manager	\$8,704	\$9,053	\$9,399	\$9,748	\$10,096	\$10,444
Associate Project Manager	\$6,176	\$6,423	\$6,671	\$6,917	\$7,165	\$7,412
Finance & Administrative Services Manager I	\$7,749	\$8,059	\$8,369	\$8,678	\$8,988	\$9,299
Executive Assistant	\$5,186	\$5,394	\$5,601	\$5,809	\$6,016	\$6,224
Project Research Assistant	\$4,641	\$4,825	\$5,011	\$5,197	\$5,383	\$5,568

There is no range for the Executive Director position. The Executive Director's compensation is \$20,711 per month.

There is no range for the Interim Executive Director position. The Interim Executive Director compensation is \$16,704 per month.

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2019 ranges include COLA per November 2018 CPI Index of 3.1%)

AGENDA ITEM 6: INTERIM EXECUTIVE DIRECTOR APPOINTMENT

BACKGROUND:

Mr. Woodling will be leaving RWA service after March 1, 2019, and a recruitment process is well underway. After considering various alternatives, the Executive Committee developed a recommendation to appoint Rob Swartz as interim Executive Director. Mr. Swartz brings a detailed knowledge of RWA and SGA operations, and will effectively oversee RWA operations, while still maintaining his oversight of technical programs. He is not interested in pursuing the position permanently, so no conflict with the recruitment is created.

This is proposed as a limited term appointment, not to exceed four months, but may terminate earlier with the installation of a new permanent Executive Director. The pay scale proposed is 10% above the top step of his current classification, Manager of Technical Services. This will result in an expenditure on additional salary to Mr. Swartz of no more than \$8,096 over the duration. By comparison, RWA paid nearly \$45,000 to a consultant to serve as Executive Director on an interim and part-time basis in March – June of 2008.

EXECUTIVE COMMITTEE RECOMMENDATION:

Information Presentation: John Woodling, Executive Director

Action: Appoint Robert J. Swartz as Interim Executive Director for a period beginning March 1, 2019 until a new permanent Executive Director begins work or June 30, 2019, whichever comes first

Action: Approve a pay scale of \$16,704 per month for the position of Interim Executive Director and update Exhibit A of Policy 400.2, Employee Compensation accordingly