

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
March 20, 2024**

At 8:30 a.m., President McVicker called to order the Regular Meeting of the Municipal Water District of Orange County, in the Board Room at the District facilities located in Fountain Valley, as well as via the Zoom Webinar application. Following a moment of silence, Director Seckel led the Pledge of Allegiance and Secretary Goldsby called the roll.

MWDOC DIRECTORS

Al Nederhood
Larry Dick
Bob McVicker
Karl Seckel
Randall Crane
Jeffery M. Thomas
Megan Yoo Schneider

STAFF

Harvey De La Torre, General Manager
Joe Byrne, Legal Counsel
Maribeth Goldsby, District Secretary
Melissa Baum-Haley, Director of MET Issues/Policy
Damon Micalizzi, Director of Public Affairs
Alex Heide, Sr. Water Resources Analyst
Cathy Harris, Director of HR/Administration
Charles Busslinger, Dir. of Engineering/Dist. Eng.
Heather Baez, Director of Governmental Affairs
Sarina Sriboonlue, Principal Engineer
Hilary Chumpitazi, Director of Finance/IT
Katrina Wraight, Legal Counsel
Rachel Davis, Water Loss Control Prog. Supervisor

ALSO PRESENT

Linda Ackerman
Dennis Erdman
Doug Davert
Kathryn Freshley
Mike Gaskins
Kay Havens
Mark Monin
Dennis Cafferty
Sherri Seitz
Vu Chu
Alvin Papa
Peer Swan
Paul Weghorst
Jim Atkinson
Paul Shoenberger
Stacy Taylor
Don Froelich
Sherry Wanninger
John Kennedy
Chris Olsen
Laura Freese
Chuck Gibson
Chip Monaco
Erica Castillo

MWDOC/MET Director
MWDOC/MET Director
East Orange County Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
El Toro Water District
City of Huntington Beach
Irvine Ranch Water District
Irvine Ranch Water District
Mesa Water
Mesa Water
Mesa Water
Moulton Niguel Water District
Moulton Niguel Water District
Orange County Water District
Orange County Water District
Santa Margarita Water District
Santa Margarita Water District
Santa Margarita Water District
Santa Margarita Water District

Greg Mills	Serrano Water District
Brad Reese	Serrano Water District
Bill Green	South Coast Water District
Jennifer Lopez	South Coast Water District
Glen Acosta	Trabuco Canyon Water District
Fernando Paludi	Trabuco Canyon Water District
Gene Hernandez	Yorba Linda Water District
Tom Lindsey	Yorba Linda Water District
Dick Ackerman	Ackerman Consulting
Charles Luas	Orchard Dale Water District
John Monsen	Sierra Club
Joshua Ross	

TELECONFERENCE SITE

Director Yoo Schneider was participating via teleconference location (all agenda requirements pursuant to the Ralph M. Brown Act requirements were complied with).

PUBLIC PARTICIPATION/PUBLIC COMMENT

President McVicker announced that members of the public wishing to comment on agenda items could do so after the item has been discussed by the Board and requested members of the public identify themselves when called on. President McVicker asked whether any member of the public had any comments on items that are not on the agenda.

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were received.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

President McVicker inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

No items were distributed less than 72 hours prior to the meeting.

INTRODUCTION OF NEW EMPLOYEES

General Manager De La Torre and Water Loss Program Supervisor Rachel Davis introduced Water Loss Control Program interns David Sanchez and Daniel Picket to the Board.

CONSENT CALENDAR

President McVicker stated all matters under the Consent Calendar would be approved by one MOTION unless a Director wished to consider an item separately.

Upon MOTION by Director Thomas, seconded by Director Seckel, and carried (7-0) the Board approved the following Consent Calendar items, by the following roll call vote:

AYES: Directors Nederhood, Dick, McVicker, Seckel, Crane, Thomas, and Yoo
 Schneider
 NOES : None
 ABSENT: None
 ABSTAIN: None

MINUTES

The following minutes were approved.

February 7, 2024 Workshop Board Meeting
 February 21, 2024 Regular Board Meeting

COMMITTEE MEETING REPORTS

The following Committee Meeting reports were received and filed as presented.

Planning & Operations Committee Meeting: February 5, 2024
 Administration & Finance Committee Meeting: February 14, 2024
 Executive Committee Meeting: February 21, 2024

TREASURER'S REPORTS

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of February 29, 2024
 Disbursement Registers (February/March)

The following items were received and filed as presented.

- Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment Report) as of January 31, 2024
- PARS Monthly Statement (OPEB Trust)

FINANCIAL REPORT

The following items were received and filed as presented.

- Combined Financial Statements and Budget Comparative for the Period Ending January 31, 2024

AWARD CONSTRUCTION CONTRACT FOR BREAKROOM REMODEL & TRELIS REMOVAL PROJECT

The Board made a CEQA finding and approved entering into the following subject agreement for improvements to the MWDOC administration building: (1) Made a CEQA finding that the project is categorical exempt under: Class 1- Existing Facilities; (2) Waived any inconsequential deviation from the Bid Specifications in Triangle Decon Services, Inc.'s bid and awarded Triangle Decon Services, Inc. the "MWDOC Breakroom Remodel and Trellis Removal Project" construction

contract in the amount of \$160,000.00; (3) Authorized an increase to the project budget in the amount of 10% of the contract price as a contingency budget for the project such that the project budget shall be \$176,000.00.

APPROVE CHANGES TO RECORDS RETENTION POLICY

The Board approved the changes to the Records Retention Schedule and authorized staff to incorporate these changes into the Administrative Code.

AUTHORIZE CONTRACT FOR INFORMATION TECHNOLOGY (IT) CONSULTANT FOR IT SUPPORT SERVICES

The Board authorized the General Manager to enter into a contract with Systems Management Specialist Data Center (“SMS Data Center”), LLC, to provide IT support, as outlined, in the amount not to exceed \$70,000 for a one-year term with an option to renew (less the startup cost).

- END CONSENT CALENDAR -

ACTION CALENDAR

APPROVAL OF PERSONNEL MANUAL REVISIONS

General Manager De La Torre advised that the Administration and Finance Committee reviewed this item and recommended the Board discuss Director Yoo Schneider’s proposed amendments to the Policy, namely, changing the Reproductive Leave to provide 5 days paid leave for a reproductive loss, and allowing new employees to use vacation time as it is accrued, rather than waiting six months.

Following discussion, and upon MOTION by Director Yoo Schneider, seconded by Director Crane, and carried (7-0), the Board approved the revisions to the Personnel Manual as presented, with the following additional revisions: providing 5 days paid leave for a reproductive loss, and allowing new employees to use vacation item as it is accrued. Said MOTION was adopted by the following roll call vote:

- AYES: Directors Nederhood, Dick, McVicker, Seckel, Crane, Thomas, and Yoo Schneider
- NOES : None
- ABSENT: None
- ABSTAIN: None

DISCUSSION ITEM

MEMBER AGENCY SPOTLIGHT – CITY OF HUNTINGTON BEACH

Following an introduction by General Manager De La Torre, City of Huntington Beach’s (HB) Deputy Director of Public Works Alvin Papa presented information regarding HB’s operations, pipelines, wells, sewer and storm services, water supply sources and connections, key infrastructure projects, and future efforts and issues (repairs, etc.) facing Huntington Beach.

Following discussion regarding the issues facing Huntington Beach and ways MWDOC could be of assistance, the Board thanked Mr. Papa and received and filed the report.

INFORMATION CALENDAR

GENERAL MANAGER'S REPORT, MARCH 2024

General Manager De La Torre advised that the full General Manager's report was included in the Board packet.

The Board discussed the preparedness of MWDOC and its agencies for the upcoming South AMP shutdown, total dissolved solids amounts from the Diemer Filtration Plant, Irvine Ranch Water District's (IRWD) status of participation in the School Program discussions, and the status of the OC LAFCO Municipal Service Review (MSR) Focused Study (to which Mr. De La Torre advised that the preliminary draft target date is July, followed by public hearings and a comment period, with final action by the LAFCO Commission anticipated in the fall). With respect to the MSR Focused Study, Mr. De La Torre advised he would confirm that the preliminary draft would be available to the full Board.

The Board received and filed the report as presented.

MWDOC GENERAL INFORMATION ITEMS

a. BOARD OF DIRECTORS

The Board members each reported on their attendance at the regular (and special) MWDOC Board and Committee meetings. In addition to these meetings, the following reports were made on conferences and meetings attended on behalf of the District.

Director Nederhood advised that he attended of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the WACO and WACO planning meetings, the MET Committee meetings, the Urban Water Institute conference, and the OC Water Summit planning meeting.

Director Dick stated that he attended all of the regularly scheduled MWDOC meetings, (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the regularly scheduled MET Board and Committee meetings, the Urban Water Institute conference and Executive Committee meeting, a meeting with Congressman Calvert, MET sub-committee meeting on Long-Term Planning and Business Modeling, the MET Caucus, the WACO and WACO planning meetings, the ISDOC Executive Committee meeting, a meeting with Mohsen Mortada (regarding Solar Cup), and the MWDOC/MET Director preparation meetings.

Director Thomas stated that he attended most of the regularly scheduled MWDOC meetings (Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the OC Water Summit planning meeting, the ACWA/JPIA meeting, and the MET Committee meetings.

Director McVicker reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop meeting and Regular Board meetings), MET Board and Committee meetings, the MET Budget workshop, a meeting with General Manager De La Tore, the MET Long-Term Planning and Business Modeling sub-committee meeting, the WACO and WACO planning meetings, the ISDOC Executive Committee, MET's Long Range Finance Plan meeting, and the ACWA Groundwater Committee meeting.

Director Seckel advised that he attended most of the regularly scheduled MWDOC meetings (Planning & Operations and Administration & Finance Committee meetings, as well as the Workshop Board meeting), the regularly scheduled MET Board and Committee meetings, a meeting with MNWD Director Bill Moorhead, the Ad Hoc Committee regarding Desalination, a meeting with MET General Manager Hagekhalil and Mohsen Mortada, the MET Budget meetings, MET's Local Resources inspection trip (one day) shared with Santa Ana, and Seal Beach's dedication of its California Friendly plants and garden area through MET's Community Partnering Program. He commended MWDOC's Public Affairs staff for their efforts on the inspection trip and dedication. He noted that he would be hosting an upcoming State Water Project inspection trip.

Director Crane reported that he attended all of the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the Urban Water Institute conference, the MET budget meetings, the ACWA DC conference, the WACO meeting, and the IRWD Board meeting.

Director Yoo Schneider advised that she attended the regularly scheduled MWDOC meetings (Planning & Operations, Administration & Finance, and Executive Committee meetings, as well as the Workshop and Regular Board meetings), the WACO meeting, the SMWD and SCWD Board meetings, the Ad Hoc Committee regarding Desalination, some of the MET Board and Committee meetings, the SMWD Rate Workshop, the SCWD Rate Workshop, and the SMWD Committee meetings.

a. REQUESTS FOR FUTURE AGENDA TOPICS

No items for future agenda topics were presented.

CLOSED SESSION ITEMS

At 9:53 a.m., it was announced that the Board would adjourn to closed session to discuss the following items:

THREAT TO PUBLIC SERVICES OR FACILITIES PURSUANT TO GOVERNMENT CODE SECTION 54957. Consultation with District General Counsel and General Manager, Director of Finance/IT, and IT Systems Analyst II

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager
Government Code Section 54957

RECONVENE

The Board reconvened at 11:24 a.m., and Legal Counsel Wraight announced that no reportable action was taken in closed session.

ADJOURNMENT

There being no further business to come before the Board, President McVicker adjourned the meeting at 11:25 a.m.

Respectfully submitted,

Maribeth Goldsby, Secretary