

SAN JUAN WATER DISTRICT

Special Board of Director's Meeting Minutes

December 7, 2016

BOARD OF DIRECTORS

| | |
|-------------|----------------|
| Pam Tobin | President |
| Ken Miller | Vice President |
| Ted Costa | Director |
| Dan Rich | Director |
| Bob Walters | Director |

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

| | |
|--------------|---------------------------|
| Keith Durkin | Assistant General Manager |
|--------------|---------------------------|

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

| | |
|------------------|------------------|
| Shellie Anderson | Bryce Consulting |
|------------------|------------------|

AGENDA ITEMS

- I. Public Comment**
- II. Appointment of District Negotiators**
- III. Assistant General Manager's Report**
- IV. Closed Session**
- V. Open Session**
- VI. Adjourn**

I. PUBLIC COMMENT

There was no public comment.

II. APPOINTMENT OF DISTRICT NEGOTIATORS

1. The Board President will appoint the negotiators to negotiate an employment agreement with the selected candidate to be employed as the District General Manager.

After Board discussion and concurrence, President Tobin appointed herself and Director Rich as District negotiators.

III. ASSISTANT GENERAL MANAGER'S REPORT

1. Status Report on GM Recruitment Schedule and Process
Mr. Durkin reported that all four General Manager candidate finalists accepted the invitation to a second interview. The next round of interviews is scheduled for December 12th between 9:30 am and 3:00 pm. Board deliberations and selection of the top candidate will occur after the interviews from 3:00 pm to 5:00 pm.

Each interview session will consist of fifteen minutes for a presentation by the candidate, thirty minutes for scripted questions, and fifteen minutes for open dialog. Mr. Durkin is working with Shellie Anderson to finalize the presentation topic and scripted questions and develop an answer guide for the Board to use

during the interviews. The presentation, questions, and answer guide will be reviewed with the Board during a thirty minute panel preparation prior to the start of the interviews on the 12th.

For information, no action requested

2. Miscellaneous District Issues and Correspondence

Mr. Durkin reviewed a draft resolution with the Board commending Shauna Lorange for her service with the District. The draft resolution will be presented to Shauna at her retirement dinner on December 9th and the resolution will be on the December 14th Board meeting agenda for approval.

For information, no action requested

President Tobin called for Closed Session at 12:17 pm.

IV. CLOSED SESSION

1. Public employee appointment involving the position of General Manager; Government Code sections 54954.5(e) and 54957(b)(1).
2. Conference with labor negotiators, as appointed in Item II, involving unrepresented employee in the position of General Manager; Government Code sections 54954.5(f) and 54957.6.

President Tobin returned to Open Session at 12:12 pm.

V. OPEN SESSION

1. **Report from Closed Session**

There was no reported action from closed session.

VI. ADJOURN

The meeting was adjourned at 12:12 p.m.

PAM TOBIN, President
Board of Directors
San Juan Water District

ATTEST:

TERI GRANT, Board Secretary