

# **SAN JUAN WATER DISTRICT**

## Board of Director's Workshop Minutes

April 26, 2016 – 1:30 p.m.

### **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**

Shauna Lorance	General Manager
Keith Durkin	Assistant General Manager
Donna Silva	Finance Director
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

### **OTHER ATTENDEES**

Tony Barela	SJWD
Pamela Hurt-Hobday	Facilitator

### **AGENDA ITEMS**

- I. **Board Workshop – Strategic Planning**
- II. **Public Comment**
- III. **Adjourn**

President Tobin called the meeting to order at 1:30 p.m.

#### **I. BOARD WORKSHOP – STRATEGIC PLANNING**

Ms. Lorance informed the Board that the purpose of the workshop was for the board members to identify areas of interest and prioritize the goals on which staff should focus. She introduced Pam Hurt-Hobday who would be facilitating the workshop.

Ms. Hurt-Hobday thanked the Board for the time they took to meet with her, which was instrumental in developing the agenda. She informed the Board that there were three deliverables for the workshop – Short and Long Term Goals, Staffing Discussion/Recommendations, and Board Governance/Board Involvement Discussion. She worked with the Board to develop ground rules for the workshop.

#### **Overview of Board Interviews**

Ms. Hurt-Hobday reviewed the *SJWD Interview Report*, which she developed as a result of the interviews with each board member. Director Costa voiced concern regarding the process used to develop the Compensation Study Policy. Director Walters would like the discussion on the process to be broader and include General Manager authority. President Tobin informed the Board that the Personnel Committee will report on the status of the policy discussion at the April 27<sup>th</sup> Board meeting. In addition, the Board

decided to discuss General Manager authority under Board Governance later in the workshop.

Mr. Horowitz mentioned that he has a list of policies that the Board should review and potentially adopt then review every two years. Ms. Lorance informed the Board that Ms. Silva intends to discuss CalPERS unfunded liability, how the District is currently funding OPEB liabilities, and debt management at a future meeting.

### **Short and Long Term Goals**

Ms. Hurt-Hobday explained that the Board will start to develop short term concepts that will later be revised to short term goals following consensus of the Board. She explained that there were three main areas that Board members revealed in the interviews as priority: Water Rights, Water Transfers, and Water Reliability. She requested that each Board member submit their short term goals. The Board agreed that many of the short term concepts fell under more than one topic. In addition, they would also look at concepts that the Board or staff have no control over.

There were only two items out of all the concepts submitted that the Board or staff have no control over: *Un-declare State Drought Emergency* and *State Water Board Relaxing Conservation Requirements*. Below is the Board's list of short term concepts:

#### Water Rights

- 2016 – Understand our water rights and options
- 2017 – Manage our own water absent of State Board
- 2017 – Plan for combative state/fed demands
- 2017 – Use of rights, statewide and with compensation
- 2017 – Engage lobbying at higher levels on water rights - state/fed
- 2017 – Beneficial use by August

#### Water Transfers

- 2016 – Determine if this is a lost cause
- 2016 – Get technical “calculations” completed by Dec.
- 2016 – Transfer legislation clarification by September
- 2017 – Water transfer legislation
- 2017 – Watch Aerojet pollution as it travels to the cone of depression
- 2017 – Ownership of CTP – resolve if own or manage
- 2017 – Get legal contractual work completed by March
- 2017 – Transfer water by July

#### Water Reliability

- 2016 – Finish study, identify existing and new water sources
- 2016 – Negotiate to move/store our water to protect our water rights
- 2016 – Preserve pre-1914 water rights
- 2017 – Finish study of water reliability

Some items that were brought forward for further discussion were:

- Cooperative Transmission Pipeline ownership and managing it (review facility), as well as impact of potential contaminants
- Fish or cut bait on water transfer
- Three main goals are inter-related
- Review water rights – broader view
- Discuss what the District should be doing or through ACWA to increase chances of success

Ms. Hurt-Hobday explained that the above items will be incorporated into an action plan by staff and brought back for further discussion at the next workshop. The Board will then begin prioritizing the short term actions and develop long term goals. Due to time constraints, the Board will also discuss *Staffing Discussion/ Recommendations at the next strategic workshop*.

### **Board Governance/Board Involvement Discussion**

The Board discussed the Authority of the General Manager. Ms. Hurt-Hobday explained that they needed to identify the issue, review current policies and then make recommendations for any changes. Mr. Horowitz explained that some General Manager authority is defined under the CSD law. The District's policy for the General Manager authority needs to be reviewed at committee and by Legal Counsel then returned to the Board with recommended revisions. The Board discussed having more discussion with the General Manager under Closed Session to allow open discussion on performance of the General Manager towards completion of goals from the workshop.

The Board discussed changing the time of the regular Board meetings and will place the topic on the May agenda. President Tobin requested that each Board member become more involved with areas that affect the District. She requested that each Board member select 1-2 items that they would like to be actively involved in, such as attending other board meetings or talking with legislators, then at the May 11<sup>th</sup> Board meeting they will discuss this topic.

### **Action Items:**

- Staff develop short term action plan from list of concepts
- Board to set high level priorities at next workshop
- Discuss petitioning the Governor to remove the drought emergency
- Review General Manager authority policy and Board review by September
- Add Closed Session to the 2<sup>nd</sup> Board meeting in June regarding General Manager evaluation and compensation
- Add agenda item to the May 11<sup>th</sup> Board meeting to discuss changing the Board meeting times
- Add agenda item to the May 11<sup>th</sup> Board meeting regarding a Call to Action from the Board President
- Schedule next Board workshop in 3-4 weeks and include *Staffing Discussion/ Recommendations*

**II. PUBLIC COMMENT**

There were no public comments.

**III. ADJOURN**

**The meeting was adjourned at 5:10 p.m.**

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PAM TOBIN, President  
Board of Directors  
San Juan Water District

ATTEST:

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TERI GRANT, Board Secretary