

- EVMWD BOARD ACTION
 APPROVED
 APPROVED AS AMENDED
 DENIED
 CONTINUED
-

**MINUTES
REGULAR MEETING
FINANCE & ADMINISTRATION COMMITTEE**

**December 15, 2020
3:30 P.M.**

The Regular Finance and Administration Committee (FAC) Meeting was held via teleconference, with members of the public notified of the ability to observe and provide public comment telephonically through the information provided on the meeting Agenda.

Director Present

Harvey R. Ryan
Phil Williams

Staff Present

Greg Thomas, General Manager
Robert Hartwig, Assistant General Manager – Business Services
Ganesh Krishnamurthy, Assistant General Manager – Eng. and Ops.
Terese Quintanar, District Secretary/Administrative Services Supervisor
Christy Gonzalez, Executive Assistant/Deputy Board Secretary
Jennifer Dancho, Director of Human Resources
Margie Armstrong, Director of Strategic Programs
Jason Dafforn, Director of Engineering and Water Resources
Matthew Bates, Engineering Manager
Scott Thompson, Accounting Manager
Christina Henry, Community Relations Manager
Bonnie Woodrome, Community Affairs Supervisor
Greg Morrison, Government Relations Officer

Others Present

Public

CALL TO ORDER

Director Williams called the meeting to order at 3:30 p.m.

PUBLIC COMMENTS

The meeting was opened to public comments and there were none.

1. Review Section 500 of the Administrative Code – Directors Policy

Mr. Thomas presented Section 500 of the EVMWD Administrative Code for review and discussion of desired edits or verbiage which requires update. Director Ryan suggested a boot camp for new incoming members that would include financial education for budget process as well. Director Williams agreed and felt that this was

a great idea. This could be added to Section 500 as highly recommended. He commented that the Board could all benefit from Brown Act refreshers.

Each section of Administrative Code 500 was then reviewed, and suggestions were given on revisions. The Committee asked staff to return the suggested revisions to Administrative Code Section 500 back to the Committee for additional review, along with Administrative Code Sections 400, 600 and 700, and the Board's Best Management Practices for review and update.

2. **Human Resources and Safety Update** – This item was deferred to the next meeting.
3. **Other** – None.
4. **Consider Items for Board Review** – None.
5. **Adjournment at 5:35 p.m.**