

**MINUTES**  
**POLICY REVIEW AND OVERSIGHT COMMITTEE MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
**January 9, 2025**

**I. CALL TO ORDER**

Chair Young called the Policy Committee Meeting of the West Valley Water District to order at 6:00 p.m.

<b>Attendee Name</b>	<b>Present</b>	<b>Absent</b>	<b>Late</b>	<b>Arrived</b>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Daniel Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
John Thiel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Elvia Dominguez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**II. PUBLIC PARTICIPATION**

Chair Young inquired if anyone from the public would like to speak. No requests were received, therefore Chair Young closed the public comment period.

**III. DISCUSSION ITEMS**

**1. Updates to the Policy Review and Oversight Committee.**

Board Secretary Dominguez provided an overview of policies that were adopted in 2024 including Board Policies, Records Retention, Video Surveillance Policy, Travel Reimbursement Policy, and Paid Family Leave Policy. An overview was also provided of the policies still in progress including SB 998, Water Service Rules and Regulations, HR Policies, Email Policy, Electronic Signature policy, GPS/Geofencing Policy, and Conflict of Interest Code.

The Committee discussed and reaffirmed their goal to review agency policies every 1-2 years and to have staff review all policies for compliance with state and local laws, and to standardize the naming and format of the policies.

Staff was requested to present the Water Service Rules and Regulations in batches when they are ready for Committee review. Additionally, there was a recommendation to do a biannual review and approval of policies in their entirety one all the policies have been updated.

#### IV. ADJOURN

Chair Young adjourned the meeting at 6:46 p.m.

**ATTEST:**



---

**Elvia Dominguez, Board Secretary**

Minutes were approved on March 13, 2025 by the Policy Review and Oversight Committee of the West Valley Water District