



**WEST VALLEY WATER DISTRICT
855 W. BASE LINE ROAD, RIALTO, CA 92376
PH: (909) 875-1804
WWW.WVWD.ORG**

**SPECIAL POLICY REVIEW AND OVERSIGHT COMMITTEE MEETING
AGENDA**

Thursday, September 11, 2025, 5:00 PM

NOTICE IS HEREBY GIVEN that West Valley Water District has called a meeting of the Policy Review and Oversight Committee to meet in the Administrative Conference Room, 855 W. Base Line Road, Rialto, CA 92376.

BOARD OF DIRECTORS

**President Gregory Young
Vice President Daniel Jenkins**

Members of the public may attend the meeting in person at 855 W. Base Line Road, Rialto, CA 92376, or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may be submitted via Zoom, by telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 840-293-7790, or via email to administration@wvwd.org.

If you require additional assistance, please contact administration@wvwd.org.

CALL TO ORDER

PUBLIC PARTICIPATION

Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the Board Secretary, if you are attending in person. For anyone joining on Zoom, please wait for the Board President's instruction to indicate that you would like to speak. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.

Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.

DISCUSSION ITEMS

1. Updates to the Policy Review and Oversight Committee
2. July 10, 2025 and August 14, 2025 Meeting Minutes
3. Discussion and Action to Reschedule Regular Policy Review and Oversight Committee Meetings to 5:00 p.m.

ADJOURN

Please Note:

Material related to an item on this Agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at www.wvwd.org subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to the Acting Board Secretary, Paola Lara, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Lara may be contacted by telephone at (909) 875-1804 ext. 702, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.

DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on September 4, 2025.

Paola Lara

Paola Lara, Acting Board Secretary

MINUTES
POLICY REVIEW AND OVERSIGHT COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
July 10, 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.

Attendee Name	Present	Absent	Late	Arrived
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Elvia Dominguez	<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.

Human Resources and Risk Manager Sainz reported that staff are working with ACWA JPIA, to finalize the process of securing EPLI insurance, and are working to provide requested information so JPIA can review the loss run and determine the next steps in the process. A meeting is anticipated to be scheduled in September with the ACWA Board.

2. March 13, 2025 Meeting Minutes

The Committee approved the minutes.

3. Personnel Policies and Procedures Proposed Changes

Human Resources and Risk Manager Sainz presented a draft of the proposed changes to the Personnel Policies and Procedures Handbook. The Committee reviewed and discussed all proposed changes which were made due to changes in the law and recommended changes such

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Minutes: 07/10/25

as series reclassifications, on call, standby, and management leave. Ms. Sainz reported that staff is gathering some additional information for the HR Committee with regard to management leave for the Chief positions, and will be presented the item once again to the HR Committee. The union will also have an opportunity to review and opine before the item is presented to the Board.

4. Sponsorship Policy

Manager of Public Outreach and Government Affairs Pantaleon presented the draft policy. The committee reviewed the policy and updated sponsorship form and approved moving the item to the Board of Directors for review and approval.

RESULT: REFERRED TO BOARD OF DIRECTORS
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Next: 8/7/2025 6:00 PM

IV. ADJOURN

Chair Young adjourned the meeting at 6:30 p.m.

ATTEST:

Elvia Dominguez, Board Secretary

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MINUTES
POLICY REVIEW AND OVERSIGHT COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
August 14, 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.

Attendee Name	Present	Absent	Late	Arrived
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Elvia Dominguez	<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.

None.

2. Personnel Policies and Procedures Proposed Changes

Human Resources and Risk Manager Sainz communicated that staff has proposed to include “On-Call” duties to the Water Distribution positions I and II job descriptions. Currently only the III and Lead job descriptions have the “On-Call” duties included and the union has brought forth a concern from their members about possible burn out. In response to the concern the “On Call” duties will be included for Water Distribution Operators I and II.

The committee also reviewed the section “Cell Phone Use While Driving” and discussed how to best help employees comply with the law.

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The committee approved moving the policies and procedure manual forward to the Union for their review and comment. Thereafter, it will be presented to the Board of Directors for review and approval.

3. Investment Policy Review

Chief Financial Officer Velasquez presented the staff report. Staff was directed to present the item at the next Board meeting for approval.

RESULT:	REFERRED TO BOARD
Next: 8/21/2025 6:00 PM	

IV. ADJOURN

Chair Young adjourned the meeting at 6:30 p.m.

ATTEST:

Paola Lara, Acting Board Secretary

WVWD

Minutes: 08/14/25