



**WEST VALLEY WATER DISTRICT
855 W. BASE LINE ROAD, RIALTO, CA 92376
PH: (909) 875-1804
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**SPECIAL POLICY REVIEW AND OVERSIGHT
COMMITTEE MEETING
AGENDA**

Wednesday, May 13, 2026, 4:30 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

**Director Gregory Young, Chair
Director 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. Minutes of the April 14, 2026, Special Committee Meeting
3. Change to Committee Meeting Time
4. Board Policies and Procedures - Continued Development of Potential Changes on Additional Items

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, Kara Johnson, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Johnson may be contacted by telephone at (909) 875-1804 ext. 703, 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 May 7, 2026.

Kara Johnson

Kara Johnson, Acting Board Secretary

Date Posted: May 7, 2026

MINUTES
SPECIAL POLICY REVIEW AND OVERSIGHT
COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
April 14, 2026

I. CALL TO ORDER

Chair Young called the Policy Review and Oversight Committee meeting to order at 6:05 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"/>	
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Paola Lara	<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 to report at this time.

2. Minutes for the January 14, 2026, January 21, 2026, February 3, 2026, February 12, 2026, and March 18, 2026, Special Committee Meeting

The committee approved the minutes as presented.

3. Change to Committee Meeting Time

Executive Assistant Lara presented the staff report, indicating that Acting Board Secretary Johnson found that a resolution approved by the Board is required in order to formalize all of the Districts committee’s meeting times, even though it has not been done in the past. The Committee voiced concern with needing a resolution to be adopted to change the committee meeting times due to changing often. The Committee

directed staff to reach out to legal in order to verify that a resolution is required, and bring the item back with addition options, if any.

4. Board Policies and Procedures Manual – Continued Development of Potential Changes on Additional Items

Executive Assistant Lara presented a PowerPoint and distributed a survey conducted of local and comparable agencies; containing information on Board budgets for conferences, events, compensation, per diem information, and etc.

The Committee, General Manager Thiel, and Chief Financial Officer Velasquez discussed Director education and conferences, and if there should be internal budget controls, whether advocacy trips should be addressed separately, and began developing different options for policy taking those items into consideration.

Additionally, the Committee discussed the travel policy as it relates to transportation, lodging, and setting a per diem for meals.

Staff will continue to refine the options for the Board Policies based on Committee direction and will bring the item back for further discussion to committee.

5. Review of Water Service Rules and Regulations Updates

Assistant General Manager Jadeski distributed a summary of proposed updates to the Water Service Rules and Regulations Articles 14-26.

Chief Financial Officer Velasquez provided information on additional updates that were made to the document Articles that were presented at the March 18, 2026, committee meeting.

IV. ADJOURN

Chair Young adjourned the meeting at 7:27 p.m.

ATTEST:

Kara Johnson, Acting Board Secretary

Minutes were approved on _____ by the Policy Review and Oversight Committee of the West Valley Water District.



STAFF REPORT

DATE: May 13, 2026
TO: Policy Review and Oversight Committee
FROM: Kara Johnson, Acting Board Secretary
SUBJECT: Change to Committee Meeting Time

STRATEGIC GOAL:

Strategic Goal 3, Objective 3A - Advance Effective Internal and External Communication Processes

Strategic Goal 5, Objective 5E - Define, Develop, and Implement Best Practices

MEETING HISTORY:

04.14.26 - Policy Review and Oversight Committee

BACKGROUND:

On September 11, 2025, the Policy Review and Oversight Committee updated their regular meeting times from 6:00 p.m. to 5:00 p.m. The Committee would like to update their meeting time once again to the second Thursday of every month at 6:00 p.m.

DISCUSSION:

In September 2025 when the Committee updated their meeting time, it was done via Committee action and certified in the minutes. While researching best practice for updating committee meeting times, staff found that a Resolution approved by the Board, listing all of our standing committees, members, and meeting dates and times would be appropriate. Staff will inform all of the standing committees of this information and prepare said Resolution to be reviewed and approved by the Board of Directors.

FISCAL IMPACT:

None.

REQUESTED ACTION:

Forward a recommendation to the Board of Directors to approve a Resolution certifying standing committee's meeting dates and times.



STAFF REPORT

DATE: May 13, 2026

TO: Policy Review and Oversight Committee

FROM: Paola Lara, Executive Assistant II

SUBJECT: Board Policies and Procedures - Continued Development of Potential Changes on Additional Items

STRATEGIC GOAL:

Strategic Goal 5, Objective 5E - Define, Develop, and Implement Best Practices.

MEETING HISTORY:

04.14.26 - Policy Review and Oversight Committee

BACKGROUND:

Over the last few months the Policy Review and Oversight Committee and Board of Directors have reviewed the Board Policies and Procedures to update the policies and follow current and best practice. Great progress has been made in many areas. As the discussions developed over time, additional items in need of discussion were identified. These include the extent and process for Board attendance at conferences, training, seminars, etc., and the need for additional language regarding travel policy.

DISCUSSION:

Similar to the previous process, the Committee will work with staff to develop potential alternatives for adding, expanding, or changing certain additional policy statements related to Board conferences, training, seminars, and other events; travel policy language; and related budgets and reporting. Staff will bring supporting information as needed or requested. The Committee will make recommendation on proposed policy changes. Staff will then develop a PowerPoint presentation to facilitate a future Board discussion and final direction and approval of changes.

FISCAL IMPACT:

N/A

REQUESTED ACTION:

Discuss and provide direction to staff.