



**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, July 9, 2026, 6:00 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

**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.

PRESENTATIONS

DISCUSSION ITEMS

1. Updates to the Policy Review and Oversight Committee
2. Minutes of the May 13, 2026, Special Committee Meeting and June 11, 2026, Regular Committee Meeting
3. 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 July 2, 2026.

Kara Johnson

Kara Johnson, Acting Board Secretary
Date Posted: July 2, 2026

MINUTES
SPECIAL POLICY REVIEW AND OVERSIGHT
COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
May 13, 2026

I. CALL TO ORDER

Chair Young called the Policy Review and Oversight Committee meeting to order at 4:30 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"/>	
Kara Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Henry Castillo	<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 April 14, 2026, Special Committee Meeting

The committee approved the minutes as presented.

3. Change to Committee Meeting Time

Legal Council Castillo 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 bring the item back with wording of having annual resolution for this matter.

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

Acting Board Secretary presented a PowerPoint with updates from previous proposed changes and new proposed ones.

The Committee, General Manager Thiel 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.

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.

IV. ADJOURN

Chair Young adjourned the meeting at 5:53 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.

MINUTES
POLICY REVIEW AND OVERSIGHT COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
June 11, 2026

I. CALL TO ORDER

Chair Young called the Policy Committee Meeting of the West Valley Water District to order at 6:01 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<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.

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

Executive Assistant Lara presented a PowerPoint providing proposed revised language for the procedure for calling a Special Board Meeting. The Committee discussed the proposed text, and provided direction for updating the language with the purpose of creating a policy outlining a procedure for when a Board Member requests to call for a special meeting.

Additionally, the Committee, Mrs. Lara, and Assistant General Manager Jadeski discussed alternatives for travel-related reimbursements such as averaging the amount spent on meals, per the daily limit, for multi-day travel. After discussion, the committee recommended against this option.

Staff will continue to refine the policy related to special meetings based on Committee direction and bring the item back for further discussion.

ADJOURN

Chair Young adjourned the meeting at 7:05 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: July 9, 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

05.13.26 - Special Policy Review and Oversight Committee

06.11.26 - Special 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.

