

**MINUTES**  
**SPECIAL BOARD MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
July 27, 2022

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>

**OPENING CEREMONIES**

Pledge of Allegiance - Led by Director Angela Garcia  
Opening Prayer - Led by Director Kelvin Moore  
Call to Order  
Roll Call of Board Members

**ADOPT AGENDA**

Director Angela Garcia motioned to adopt the agenda as presented and Vice President Gregory Young second the motion. Hearing no discussion, the following vote was taken:

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<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Angela Garcia, Director
<b>SECONDER:</b>	Gregory Young, Vice President
<b>AYES:</b>	Angela Garcia, Kelvin Moore, Gregory Young, Channing Hawkins
<b>NOES:</b>	None
<b>ABSENT:</b>	None

## **PUBLIC PARTICIPATION**

Jon Stephenson, Acting Board Secretary, stated that no requests were received to speak via email. President Channing Hawkins inquired if anyone from the public would like to speak. There were no public comments.

## **CONSENT CALENDAR**

None

## **BUSINESS MATTERS**

### **1. Award of Contract to Provide Temporary Administrative Services.**

Ms. Haydee Sainz, Human Resources & Risk Manager, gave a brief presentation on the Award of Contract to provide Temporary Administrative Services for a Board Secretary.

Director Kelvin Moore motioned to adopt the staff recommendation to Award of Contract to provide Temporary Administrative Services and Director Angela Garcia seconded the motion. The following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelvin Moore, Director
<b>SECONDER:</b>	Angela Garcia, Director
<b>AYES:</b>	Angela Garcia, Kelvin Moore, Gregory Young, Channing Hawkins
<b>NOES:</b>	None
<b>ABSENT:</b>	None

### **2. Procedural Requirements - Division 2 Vacancy (No Vote Required).**

Mr. Van Jew, Acting General Manager, reported that the process for Division 2 Vacancy for timing requirements and posting locations have been met. The notice of vacancy was posted at three locations within the boundaries of the District, advertised on the District's website and the San Bernardino Sun on July 13, 2022, and July 14, 2022.

### **3. Review Credentials of Prospective Candidates for Division 2 (No Action Required).**

Acting General Manager Van Jew reported that three (3) applications of interest and resumes were submitted by Dan Jenkins, Erin Valenzuela, and Carolina Verduzco. The applications were

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submitted to the Board of Directors for review. Each candidate was invited to the podium to introduce themselves, offer their comments on why they were qualified to fill the vacancy, and to answer any questions.

#### **4. Appointment of Division 2**

Director Angela Garcia motioned to appoint Erin Valenzuela as Director for Division 2. The motion was not seconded and therefore, no vote was taken.

Vice President Gregory Young motioned to appoint Dan Jenkins as Director for Division 2. The motion was not seconded and therefore, no vote was taken.

Director Kelvin Moore stated he was having technical difficulties and could not hear the previous motions.

President Channing Hawkins asked the Acting Board Secretary to repeat the prior motions.

Acting Board Secretary Jon Stephenson reported that Director Angela Garcia made the first motion to appoint Erin Valenzuela as Director for Division 2 and the second motion was made by Vice President Gregory Young to appoint Dan Jenkins as Director for Division 2.

President Channing Hawkins requested a motion.

Vice President Gregory Young motioned to appoint Dan Jenkins as Director for Division 2, Director Kelvin Moore seconded the motion. The following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [3 TO 1]</b>
<b>MOVER:</b>	Gregory Young, Vice President
<b>SECONDER:</b>	Kelvin Moore, Director
<b>AYES:</b>	Gregory Young, Kelvin Moore, Channing Hawkins
<b>NOES:</b>	Angela Garcia
<b>ABSENT:</b>	None

#### **5. Oath of Office – New Division 2 Director (No Vote Required).**

President Channing Hawkins asked Director Angela Garcia to administer the Oath of Office for the newly appointed Director, Dan Jenkins.

After the administration of the oath, President Channing Hawkins welcomed him to the Board of Directors for Division 2, and he took his seat at the dais.

#### **REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).**

##### **1. Board Members**

Director Angela Garcia thanked all of the candidates.

Vice President Gregory Young thanked all of the candidates and welcomed Director Dan Jenkins to the Board.

President Channing Hawkins welcomed Director Dan Jenkins and encouraged him to look into trainings offered by the Special Districts Leadership Foundation.

**2. Acting General Manager**

Acting General Manager Van Jew expressed that it was great to see so much interest to serve as the Director for Division 2 and welcomed Director Dan Jenkins.

**3. Legal Counsel**

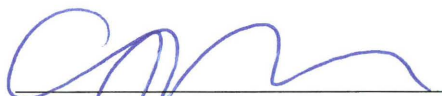
Robert Tafoya congratulated Director Dan Jenkins and reported out of Closed Session stating that there were no reportable actions taken.

**CLOSED SESSION**

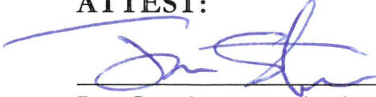
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Naisha Davis v. West Valley Water District et al. Case No. 20STCV0323.

**ADJOURN**

There being no further business, the meeting adjourned at 7:09 p.m.

  
Channing Hawkins  
President of the Board of Directors  
of West Valley Water District

**ATTEST:**

  
Jon Stephenson, Acting Board Secretary

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