

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
November 3, 2022

	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/> _remote	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/> _remote	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nancy M. Albitre	<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"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

Call to Order – 7:18 p.m. by President Channing Hawkins
Pledge of Allegiance – Director Kelvin Moore
Opening Prayer – Director Moore
Roll Call of Board Members

ADOPT AGENDA

Director Angela Garcia motioned to adopt agenda and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Angela Garcia, Director
SECONDER:	Dan Jenkins, Director
AYES:	Dan Jenkins, Angela Garcia, Kevin Moore, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

PUBLIC PARTICIPATION

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

PRESENTATIONS

None.

CONSENT CALENDAR

Director Jenkins motioned to adopt the consent calendar and Director Moore seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Jenkins, Director
SECONDER:	Kelvin Moore, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

1. Holiday Schedule 2023.
2. Legislative Principles 2022.
3. Purchase Order Report - September 2022.
4. Treasurer's Report - September 2022.
5. Monthly Revenue & Expenditures Report - September 2022.
6. Cash Disbursements Report - September 2022.
7. Funds Transfer - September 2022.
8. Adopt Resolution No. 2022-28 a Resolution of The Board of Directors Of The West Valley Water District Proclaiming A Local Emergency, Ratifying The Proclamation Of A State Of Emergency By Governor Gavin Newsom On March 4, 2020, And Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of West Valley Water District For The Period November 14, 2022, Through December 14, 2022, Pursuant To Brown Act Provisions.
9. Approval of Employment Agreement with William F. Fox for the Position of Chief Financial Officer.

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10. Approval of Payment to Liebert Cassidy Whitmore for Professional Services, for September 2022, Invoice No. 226504 for \$3,231.00.

BUSINESS MATTERS

Consideration of:

11. Purchasing / Procurement Policy

Acting General Manager, Van Jew introduced Jose Velasquez, Director of Finance to provide a brief presentation regarding the Proposed Revised Purchasing/Procurement Policy. Mr. Velasquez informed the Board that the proposed updates to the policy would amend authorization levels and limits to improve workflow efficiency and timely procurement of supplies and services. It would also expand the definition of the emergency to include “to advert a significant negative financial impact to the Direct”.

Director Moore motioned to approve Purchasing and Procurement Policy and Director Jenkins seconded the motion. The following vote was taken:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelvin Moore, Director
SECONDER:	Dan Jenkins, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED	None

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

1. Board of Directors

- Director Garcia reported that the External Affairs department received the Association of California Water Agencies, (ACWA), 2022 Rising Star Special Outreach Award and expressed her gratitude to the External Affairs staff for their outreach.
- President Hawkins also congratulated the External Affairs Department and expressed his appreciation of their hard work. He also wanted to recognize Veterans Day and expressed his thanks to his family, friends and colleagues who have served our country with sacrifice and dedication.

2. General Manager

- Mr. Jew informed the Board of a water main break and displayed how it was repaired. Mr. Jew announced that the ACWA Region 9 has two board vacancies and applications are being accepted if the Board was interested. He reminded the Board that the AWCA 2022 Fall Conference & Exhibition was scheduled for November 29 thru December 1, 2022. Mr. Jew also recognized Socorro Pantaleon, Acting Government and Legislative Affairs Manager for her contributions towards earning the ACWA 2022 Rising Star Award and invited her to

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provide a brief report to the Board. Ms. Pantaleon reported that ACWA would be recognizing WVWD for award at the AWCA 2022 Fall Conference on November 30th and invited the Board to reach out to the Board Secretary if they were interested in attending.

3. General Counsel

- Mr. Robert Tafoya, Legal Counsel reported out of Closed Session stating that multiple items were considered; however, no reportable actions were taken.

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (D) of Section 54956.9(B): Number of Cases: Two (2).
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Diana Gunn. vs. West Valley Water District, Case No. CIVSB2117195.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - pursuant to Paragraph one (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Patricia Romero vs. West Valley Water District, Case No. CIVDS2024402.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Nadia Loukeh. vs. West Valley Water District, Case No. CIVSB2116242.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Julianna Zavala. vs. West Valley Water District, Case No. CIVSB2117197.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Chief Financial Officer.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) General Manager.
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 - Appointment, Employment, Evaluation of Performance, Discipline, or Dismissal of a Public Employee - General Counsel.

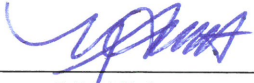
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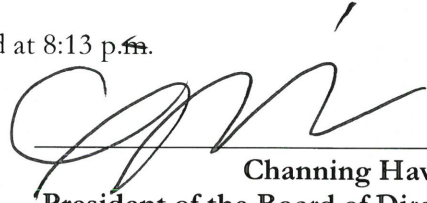
ADJOURN

There being no further business, the meeting adjourned at 8:13 p.m.

ATTEST:



Nancy M. Albitre
Acting Board Secretary



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