

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
December 1, 2022

OPENING CEREMONIES

Call to Order - Vice President Young called the Regular Board Meeting of the West Valley Water District to order at 6:02 p.m. and announced that President Hawkins and Director Garcia would be arriving later.

Attendee Name	Present	Absent	Late
Channing Hawkins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Angela Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Fox	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elvia Dominguez	<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"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input type="checkbox"/>	<input type="checkbox"/> Excused	<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"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vince Ewing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Pledge of Allegiance - The Pledge of Allegiance was led by Director Jenkins.

Opening Prayer - The Opening Prayer was conducted by Director Moore.

ADOPT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Daniel Jenkins, Vice President
SECONDER:	Gregory Young, President
AYES:	Kelvin Moore, Daniel Jenkins, Gregory Young
EXCUSED:	Channing Hawkins, Angela Garcia

President Hawkins and Director Garcia arrived at 6:05 p.m., with President Hawkins presiding over the remainder of the meeting.

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PUBLIC PARTICIPATION

Nancy Albitre, Acting Board Secretary, stated that no requests were received to speak in person or via email. President Channing Hawkins inquired if anyone from the public would like to speak. There were no public comment requests, therefore the Public Comment Period was closed.

PRESENTATION

2022 Poster Contest Student Recognition Presentation

Socorro Pantaleon, Acting Government and Legislative Affairs Manager welcomed all parents, teachers and children in the audience to the event. There were more than two hundred (200) entries which were posted on a wall at the District for all employees to vote. Twelve (12) pictures were chosen and will be in the 2023 Calendar. Ms. Pantaleon asked the twelve students to come up and receive a certificate and pictures were taken with the Board members. The Board collectively thanked the parents and educators for encouraging their children to participate in the Water Conservation Poster Contest.

CONSENT CALENDAR

Vice President Greg Young motioned to adopt Consent Calendar Items #1 - #11 and Director Angela Garcia seconded the motion. The following roll call vote was taken:

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Young, President
SECONDER:	Angela Garcia, Director
AYES:	Channing Hawkins, Angela Garcia, Kelvin Moore, Daniel Jenkins, Gregory Young

1. Board of Directors - Regular Meeting - Oct 6, 2022 6:30 PM.
2. Telecommuting Policy
3. Investment Policy Update
4. Purchase Order Report - October 2022
5. Treasurer's Report - October 2022
6. Monthly Revenue & Expenditures Report - October 2022
7. Cash Disbursements Report - October 2022
8. Funds Transfer - October 2022
9. Resolution No. 2022-30 - Teleconference Meetings

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10. Approval of Payment to Tafoya Law Group, APC for Professional Services, for June 2022, July 2022, September 2022 and October 2022, Invoice No. 22-1006 for \$23,460.00, Invoice No. 22-1007 for \$20,079.00, Invoice 22-1009 \$24,210.00 and 22-1010 \$23,494.50
11. Approval of Payment to Hunt Ortmann for Professional Services through October 2022, Invoice 96334 for \$8,030.00

BUSINESS MATTERS

12. Approval of document destruction per Records, Retention and Destruction Policy

Chief Financial Officer, Bill Fox gave a brief presentation regarding the approval of document destruction per Records, Retention and Destruction Policy. Mr. Fox informed the Board that the proposed destruction of records contained in this request are listed on the Record Retention Guidelines and are in compliance with government code, with the exception of retaining specified Legal, Engineering, and Operations documents. As storage space is at a premium and destruction was done approximately two years ago, staff identified approximately 300 of boxes for destruction. Mr. Fox also commented on the need to update the current policy to allow for a review process internally through the Board Secretary and Legal Counsel. Vice President Young also added that the previous Resolution related to Records Retention and destruction mandated approval by the Board of any records destruction and an update to the process is recommended as the Resolution had not been updated since 1992.

Director Garcia motioned to Approve of the document destruction per the Records, Retention and Destruction Policy and Vice President Young seconded the motion. The following roll call vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Angela Garcia, Director
SECONDER:	Gregory Young, President
AYES:	Channing Hawkins, Angela Garcia, Kelvin Moore, Daniel Jenkins, Gregory Young

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

1. Board Members

Board members requested Acting Government and Legislative Affairs Manager Socorro Pantaleon to give a report. Miss Pantaleon announced the Rising Star Award given by the Association of California Water Agencies. The Board members collectively recognized staff and Directors for their efforts in achieving the prestigious award.

Vice President Young thanked staff and participants for a successful Calendar Contest and congratulated the winners.

2. General Manager

Acting General Manager Van Jew gave a report on the drought conditions, and gave an update on current and projected water levels.

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3. Legal Counsel

CLOSED SESSION

The Board entered into Closed Session at 6:31 p.m. as provided in the Ralph M. Brown Act Government Code Section 54956.8 to discuss the following items listed on the agenda:

- 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: 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: 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: 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 - EXISTING LITIGATION (Gov. Code §54956.9[d][1]) CBMWD v. City of Chino et al. (Superior Court of California, County of San Bernardino, Case Number RCV 51010)
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 Appointment /employment of a public employee - General Counsel
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 -Public Employee Performance Evaluation - Acting General Manager.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.

RECONVENE THE MEETING

The Board reconvened the meeting at 8:06 p.m.

Mr. Vincent Ewing, Interim Legal Counsel reported out of Closed Session stating that multiple items were considered; however, no reportable actions were taken.

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ADJOURN

President Hawkins adjourned the meeting at 8:13 p.m.

ATTEST:

Nancy M. Albitre
Acting Board Secretary

CERTIFICATE AS TO THE MEETING MINUTES OF THE BOARD OF DIRECTORS

I, Elvia Dominguez, Board Secretary of the West Valley Water District, certify that the above is a true and correct transcript from the minutes of a Regular meeting of Board of Directors of the West Valley Water District held at Rialto, CA on December 1, 2022, and that the meeting was duly called and held in all respects in accordance with the laws of the State of California and bylaws of the agency and that a quorum was present.


Elvia Dominguez
Board Secretary

Minutes were approved on February 2, 2023 by the Board of Directors of the West Valley Water District.