

MONTE VISTA WATER DISTRICT
10575 Central Avenue, Montclair, California • (909) 624-0035

NOTICE AND AGENDA OF EXECUTIVE COMMITTEE MEETING

MONDAY, JUNE 5, 2023 • 4:30 P.M.

Committee Members

Vice President Milhiser – Chair
President Rose

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. AGENDA CHANGES/ADDITIONS**
- 4. DISCUSSION AND/OR ACTION ITEMS**

A. Committee Meeting Minutes

Meeting Date: May 22, 2023

Recommendation: Approve as presented.

5. CLOSED SESSION

A. Conference with Labor Negotiators (GC§54957.6)

Agency Designated Representative: Executive Committee

Unrepresented Employees: General Manager and Assistant General Manager/Chief Financial Officer

6. ADJOURNMENT

DECLARATION OF POSTING

In accordance with the requirement of California Government Code §54954.2, this agenda has been posted in the display case at the gated entrance to our main office at 10575 Central Avenue, Montclair, California not less than seventy-two (72) hours prior to the meeting date and time above.

Written materials relating to open session agenda items, including those distributed to the majority of the Board of Directors after distribution of this agenda package, are available for public inspection during normal business hours at the District's main office, located at 10575 Central Avenue, Montclair, California.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting may request such modification or accommodation from the District's Board Secretary at (909) 624-0035 or by email at BoardSecretary@mvwd.org. Notification forty-eight (48) hours prior to the meeting will enable District staff to make reasonable arrangements to assure accessibility to the meeting.

**MINUTES OF THE REGULAR MEETING
OF THE EXECUTIVE COMMITTEE
OF THE MONTE VISTA WATER DISTRICT
BOARD OF DIRECTORS**

May 22, 2023

DIRECTORS PRESENT

G. Michael Milhiser, Vice President – Chair
Sandra Rose, President

DIRECTORS ABSENT

None.

STAFF PRESENT

Justin Scott-Coe, General Manager
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
Betty Conti, Human Resources and Risk Manager
Brandi Goodman-Decoud, Executive Assistant II

OTHERS IN ATTENDANCE

None.

ITEM 1: CALL TO ORDER

Vice President Milhiser called the meeting to order at 4:30 p.m.

ROLL CALL

Each Committee member confirmed their attendance.

ITEM 2: PUBLIC COMMENT

None.

ITEM 3: AGENDA CHANGES/ADDITIONS

None.

ITEM 4: DISCUSSION AND/OR ACTION ITEMS

A. Meeting Minutes: January 24, 2023

Upon motion by President Rose, seconded by Vice President Milhiser, and unanimously carried:

M23-5-01

MOVED: Approved as presented, as by roll call vote:

Vice President Milhiser	aye
President Rose	aye

B. Resolution 846-23: Adopting Standby Duty, Workplace Culture, and Board Censure Policies

Mr. Justin Scott-Coe provided a brief overview of each policy for consideration. Ms. Betty Conti provided a brief report regarding the draft Standby Duty Policy and explained the process for how staff responds to duty outside of working hours. Next, Mr. Scott-Coe reviewed the draft Workplace Culture Policy and stated the importance of inclusiveness and that employees feel valued and respected.

Vice President Milhiser inquired if this policy covers contract consultants such as security staff. Mr. Scott-Coe stated that staff will review the policy to make sure it includes language sufficient to cover consultants and vendors of the District.

Last, Mr. Scott-Coe provided a brief overview of the recommended process of censure included in the draft Board Censure Policy.

Upon motion by President Rose, seconded by Vice President Milhiser, and unanimously carried:

M23-5-02

MOVED: Recommend that the Board of Directors adopt Resolution 846-23 adopting Standby Duty, Workplace Culture, and Board Censure policies, as by roll call vote:

Vice President Milhiser	aye
President Rose	aye

C. Campaign Endorsement Examples Consistent with Ethical Standards Policy

Mr. Justin Scott-Coe provided a brief overview of examples.

This item was for discussion and no formal action was taken.

ITEM 5: ADJOURNMENT

Upon motion by President Rose, seconded by Vice-President Milhiser, and unanimously carried:

M23-5-03

MOVED: Approved to adjourn the meeting, as by roll call vote:

Vice President Milhiser	aye
President Rose	aye

There being no further business, Vice President Milhiser adjourned the meeting at 5:06 p.m.

Respectfully submitted,

Justin M. Scott-Coe
General Manager/Secretary