

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY ("WESA")
BOARD OF DIRECTORS
REGULAR MEETING
January 9, 2020
4:00 PM

CALL TO ORDER AND ROLL CALL– McBride, Burke, Morris, Ryan, Williams

PLEDGE OF ALLEGIANCE AND INVOCATION

ADD-ON ITEMS

APPROVAL OF AGENDA

PUBLIC COMMENT

Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of Water Employee Services Authority; however, any matter that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered.

I. CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Calendar, it shall be removed so that it may be acted upon separately.

A. Approval of:

1. Minutes of the Special Board Meeting of December 23, 2019
2. Demands

B. Approval of Travel Authorizations:

1. Jase Warner - WEF/AWWA Utility Management Conference 2020
2. Ryan Johnson - AclaraConnect Conference

II. REPORTS

Reports are placed on the Agenda to provide information to the Board and the public. There is no action called for in these items. The Board may engage in discussion on any report upon which specific subject matter is identified, but may not take any action other than to place the matter on a subsequent Agenda.

A. General Manager's Report

B. Legal Counsel's Report

III. DIRECTOR'S COMMENTS AND REQUESTS

Directors' Comments concern Water Employee Services Authority business which may be of interest to the Board. They are placed on the Agenda to enable individual Board members to convey information to the Board and the public. There is no discussion or action required, other than to place the matter on a subsequent Agenda.

IV. ADJOURNMENT

31315 Chaney Street, Lake Elsinore, CA
Board Room

1/2/20 11:40 AM To request a disability-related modification or accommodation regarding agendas or attendance, contact Terese Quintanar, at (951) 674-3146, extension 8223 at least 48 hours before the meeting.

**MINUTES OF SPECIAL MEETING
WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
MONDAY DECEMBER 23, 2019
9:00 A.M.**

The Special Meeting of the Board of Directors of Water Employee Services Authority was held at its principal offices at 31315 Chaney Street, Lake Elsinore, California.

Directors Present

Andy Morris, President
Phil Williams, Vice President
Harvey R. Ryan
Darcy M. Burke
Jared McBride

Staff Present

Greg Thomas, General Manager
Steve Anderson, Legal Counsel
Terese Quintanar, Secretary
Christy Gonzalez, Executive Assistant/Deputy Board Secretary
Jason Dafforn, Director of Engineering and Water Resources
Jase Warner, Director of Operations
Margie Armstrong, Director of Strategic Programs
Jim Ollerton, Director of Information Technology
Parag Kalaria, Water Resources Manager
Bonnie Woodrome, Community Affairs Supervisor
Serena Johns, Sr. Management Analyst
Tim Collie, Water Operations Manager
Natalee Dee, Accountant III
Teri Cardoza, Accounting Supervisor

Others Present

Steve Manos

CALL TO ORDER

The meeting was called to order by President Morris at 9:00 a.m.

APPROVAL OF AGENDA

A motion was made by Director Williams seconded by Director Burke and carried unanimously to approve the Agenda as presented.

PUBLIC COMMENTS

The meeting was opened to public comments and there were none.

ITEM I. CONSENT CALENDAR

Minute Order # 0141

- A. Approval of:
 1. Minutes of the Regular Board Meeting of December 12, 2019
 2. Demands
 3. Receive and File the Audited Annual Financial Report for Fiscal Year Ending June 30, 2019 (*MO #0141*)
- B. Approval of Travel Authorizations:
 1. Greg Morrison - NWRA Leadership Forum
 2. Art Landeros - GFOA Annual Conference
 3. Natalee Dee - GFOA Annual Conference
 4. Darryn Flexman - AclaraConnect Conference
 5. Mike Ali - OEHHA HRTW Sacramento
 6. Keith Ray - Water Education Foundation Lower Colorado River Tour
 7. Jason Dominguez - Water Education Foundation Lower Colorado River Tour

A motion was made by Director Williams, seconded by Director Ryan and carried unanimously to:

- 1. Approve the Consent Calendar as presented.***

ITEM II. REPORTS

- A. General Manager's Report

Mr. Thomas shared about WESA's Ugly Sweater event and announced that Chuck Pollock was featured by ACWA in their December newsletter.
- B. Legal Counsel's Report

There were none.

ITEM III. DIRECTORS' COMMENTS

Regarding the Water Education Foundation Lower Colorado River Tours, approved on today's Consent Calendar, Director Burke suggested that staff request to be invited with Board Members for the tours offered by MWD, through WMWD. These tours would be no cost to WESA. President Morris agreed they are important and stated that he would request this of WMWD at the next group meeting.

ITEM IV. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:04 a.m.

Andy Morris, President of the
Board of Directors of the
Water Employee Services Authority

ATTEST:

Terese Quintanar, Board Secretary
to the Board of Directors of the
Water Employee Services Authority

DRAFT

AP Disbursement Report

Cash Disbursements for 12/18/2019 through 01/09/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
INTERIMS						
2035	12/19/2019	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOC. DUES	EMP DED-ASSOC DUES	ACH	1,872.00
2036	12/19/2019	MANAGEMENT TEAM ASSOCIATION	MTA DUES	EMP DED-MTA DUES	ACH	270.00
2037	12/19/2019	WAGeworks FLEX DEPENDENT CARE	EE FSA MEDICAL	EMP DED-ADDT'L COVERAGE	ACH	4,058.93
136668	12/19/2019	AFLAC INSURANCE GROUP	AFLAC 2013 AFTER TAX	EMP DED-ADDT'L COVERAGE	CHECK	174.95
136669	12/19/2019	AFLAC	AFLAC P/T GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	1,005.54
136670	12/19/2019	BANK OF AMERICA	BUSINESS CREDIT CARD	DUE 01/02/2020	CHECK	11,299.92
136671	12/19/2019	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	75.00
136672	12/19/2019	LEGALSHIELD	PRE PAID LEGAL SERVICES	EMP DED-ADDT'L COVERAGE	CHECK	38.63
136673	12/19/2019	LINCOLN FINANCIAL GROUP	LINCOLN NATIONAL 457%	EMP DED-ADDT'L COVERAGE	CHECK	717.36
136674	12/19/2019	LINCOLN NATL LIFE INS COMP	VOL. LIFE INSURANCE-LINCOLN	EMP DED-ADDT'L COVERAGE	CHECK	1,359.30
136675	12/19/2019	NATIONWIDE	NATIONWIDE 457%	EMP DED-ADDT'L COVERAGE	CHECK	1,690.99
136676	12/19/2019	NAVARRO JR, PONCE	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	38.28
136677	12/19/2019	RIVERSIDE COUNTY SHERIFF'S OFF	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	100.00
136678	12/19/2019	SACHS, ROBERT	BOOT PURCHASE	EMPLOYEE REIMBURSEMENT	CHECK	300.00
136679	12/19/2019	SMITH, DAVID E	BOOT PURCHASE	EMPLOYEE REIMBURSEMENT	CHECK	300.00
136680	12/19/2019	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	45.11
136681	12/19/2019	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.00
136682	12/19/2019	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	502.15
136683	12/19/2019	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	197.53
136684	12/19/2019	UNITED WAY	UNITED WAY CONTRIBUTIONS	EMP DED-DONATIONS	CHECK	124.00
DEMAND REGISTER						
2038	01/09/2020	WAGeworks, INC.	MONTHLY ADMIN & COMPLIANCE FEES		ACH	359.75
136685	01/09/2020	ADDICTION MEDICINE CONSULTANTS	DOT DRUG & ALCOHOL TESTING PROGRAM		CHECK	1,980.00
136686	01/09/2020	BARTLEY OPTICAL	SAFETY GLASSES		CHECK	241.92
136687	01/09/2020	CINTAS CORPORATION	UNIFORMS		CHECK	1,869.12
136690	01/09/2020	PAUL PESCHEL	TRAVEL REIMBURSEMENT		CHECK	440.36
136693	01/09/2020	STATE WATER RESOURCES CONTROL	CERTIFICATION RENEWAL		CHECK	60.00
136694	01/09/2020	STATE WATER RESOURCES CONTROL	CERTIFICATION RENEWAL		CHECK	80.00
136695	01/09/2020	STATE WATER RESOURCES CONTROL	CERTIFICATION RENEWAL		CHECK	55.00

Reviewed By: 

Date: 12/30/19

Travel Reimbursement Authorization Request

Employee Name: Jase Warner Employee No.: 895
 Employee Title: Director of Operations Department: Operations
 Event Description: Water Education Foundation (WEF)/AWWA Utility Management Conference 2020
 Purpose/Benefit: Industry Specific Training
 Location: Anaheim, CA Dates: February 25 - 28, 2020

A) REGISTRATION COST

Event Registration: WEF/AWWA Utility Management Conference No. of Days: 4

Registration Cost: \$890.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: Embassy Suites Anaheim South No. of Nights: 3 Cost/night: \$165.00

Accommodation Cost: \$495.00

II) TRANSPORTATION

Air Travel Cost: \$0.00 Total Mileage: 0 Vehicle: car allowance
 Baggage Cost: \$0.00 Less Commute: 0
 Ground Transport: \$0.00 Reimbursable Miles: 0 (x 0.58): \$0.00

Transportation Cost: \$0.00

III) MEALS IRS Per Diem: 2 x \$49.50 (First and Last Day); 2 x \$66.00 **Meal Cost:** \$231.00

IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) **Misc. Cost:** \$125.00

C) TOTAL COST


G/L Account No.: 20-350-110/53300 Budget Available (Y/N): Y

TOTAL EVENT COST: \$1,741.00

D) EMPLOYEE ACKNOWLEDGEMENT

I, Jase Warner, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.

Is this request made voluntarily? **YES** Attendance required by supervisor? **NO** Is overtime involved? Yes If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.


Employee Signature:  Date: Dec 30, 2019

E) ADVANCES

Payee/Employee: n/a Amount Requested: _____
 Date Needed: _____ Account No.: _____

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

<i>Approved</i>	<i>Signature</i>	<i>Date</i>	
YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>N/A</u>		DEPARTMENT MANAGER APPROVAL
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u></u>	<u>Dec 30, 2019</u>	GM/AGM APPROVAL
YES <input type="checkbox"/> NO <input type="checkbox"/>			BOARD APPROVAL



WEF/AWWA Utility Management Conference 2020

Home > Events > Conferences > Upcoming Conferences > WEF/AWWA Utility Management Conference 2020

← Share



February 25, 2020 - February 28, 2020
Hyatt Regency Orange County | Anaheim, California



This conference is jointly hosted by the Water Environment Federation and American Water Works Association, in cooperation with the California Water Environment Association and the Water Research Foundation.

Water and wastewater managers and professionals will gather to hear the latest approaches, practices, processes, techniques, case studies, and research in all aspects of utility management.

Over the past 30 years, members of AWWA and WEF have established The Utility Management Conference as one of the leading, most informative, and most prestigious management conferences available. Come prepared to share your experiences and learn from others in similar situations as we respond to the most pressing management issues of the day.



Water Environment Federation
The Water Quality People

American Water Works Association

FEBRUARY 24–25, 2020 | HYATT REGENCY ORANGE COUNTY | ANAHEIM, CA

Leading into #UMC20 and being held at the same location is the 2020 WEF/AWWA Young Professionals (YP) Summit, the premier water and wastewater industry workshop for young professionals.

This 2-day summit allows new water sector professionals the opportunity to explore their role in water, improve leadership skills, and discuss ways to get engaged and to best serve the water sector at large.

Program highlights:

- WEF Emerging YP Leadership (EYPL) Workshop
- AWWA YP Leadership Training
- YP Summit Welcome Reception & Networking Reception

Learn more at: www.wef.org/yp-summit

Registration Fees

Registration Category	Before 1/17/2020 (Super Saver)		After 1/17/2020	
	Member	Nonmember	Member	Nonmember
Full Conference	\$690	\$995	\$890	\$1295
One-Day Conference	\$400	\$520	\$535	\$660
Student	\$0	\$225	\$0	\$290
Optional Events				
Full Day Workshop (A, B)	\$179	\$209	\$199	\$229
Half-Day Workshop (C, D, E, F)	\$100	\$129	\$120	\$150

Note: Cancellations must be received by Friday, February 14, 2020, to be eligible for a refund.

Continuing Education Credits

0.6 CEUs | 13.5 PDHs | 1.5 GCHs

Attendee may earn Continuing Education Units (CEUs) for participation in workshops, Professional Development Hours (PDHs), and General Contact Hours (GCHs) for the Opening General Session and technical sessions. Please note: Credit totals are subject to change. Conference participants are responsible for exploring their state requirements to confirm these educational credits are recognized.

Hotel Accommodations

Hyatt Regency Orange County
11999 Harbor Blvd., Garden Grove,
California, United States, 92840
Phone: 1-714-750-1234
Group Rate: \$189/night

Cut-off Date: February 3, 2020
Reservation Phone Number:
1-800-233-1234

Reservations are available on a first-come, first-served basis and may sell-out before the cut-off date, so don't delay in booking your room!

Book Your Room Here:

<https://www.hyatt.com/en-US/group-booking/ALICA/G-BWTR>

Not a Member? Join Today!

WEF Membership:
www.wef.org/JoinWEF

AWWA Membership:
<https://www.awwa.org/Membership-Volunteering/Join>

Sponsorship Opportunities

Sponsoring The Utility Management Conference

Sponsor Benefits

- Enhanced visibility to conference attendees and WEF members

Travel Reimbursement Authorization Request

Employee Name: Ryan Johnson Employee No.: 790
 Employee Title: Field Maintenance Superintendent - FS Department: Operations
 Event Description: Aclara Connect 2020 Conference and Exposition
 Purpose/Benefit: Interact with industry professionals & Aclara customers to share best practices, get hands-on training, and discuss challenges, as well as innovations.
 Location: Nashville, TN Dates: April 27-30, 2020

A) REGISTRATION COST
 Event Registration: Aclara Connect 2020 Conference and Exposition No. of Days: 4
Registration Cost: \$795.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: Gaylord Opryland Resort No. of Nights: 3 Cost/night: \$285.00
Accommodation Cost: \$855.00

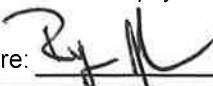
II) TRANSPORTATION
 Air Travel Cost: \$410.00 Total Mileage: 141 Vehicle: Personal to Airport
 Baggage Cost: \$0.00 Less Commute: 19.2
 Ground Transport: \$0.00 Reimbursable Miles: 121.8 (x 0.58): \$70.64
Transportation Cost: \$480.64

III) MEALS IRS Per Diem: First/Last: \$91.50 + \$61 second day **Meal Cost:** \$152.50

IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) **Misc. Cost:** \$100.00

C) TOTAL COST
 G/L Account No.: 20-360-110-53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$2,383.14


D) EMPLOYEE ACKNOWLEDGEMENT
 I, Ryan Johnson, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.
 Is this request made voluntarily? **YES** Attendance required by supervisor? **NO** Is overtime involved? **NO** If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.

Employee Signature:  Date: 12.12.19

E) ADVANCES
 Payee/Employee: _____ Amount Requested: _____
 Date Needed: _____ Account No.: _____

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

Approved: YES NO Signature:  Date: 12/12/19 DEPARTMENT MANAGER APPROVAL
 YES NO Greg Thomas Dec 17, 2019 GM/AGM APPROVAL
 YES NO BOARD APPROVAL



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Travel ▾ **Register Now**

REGISTRATION

Share Tweet Share

Early Bird pass available until Feb 17, 2020!

Save \$200 on a full conference pass of \$995

CONFERENCE PASS PRICE

SUPER EARLY BIRD	EARLY BIRD	STANDARD	ON-SITE
\$795	\$895	\$995	\$1,095
Ends Dec 13, 2019	Ends Feb 17, 2020	Ends Mar 23, 2020	Ends Apr 30, 2020

DAY PASSES FOR TUESDAY / WEDNESDAY / THURSDAY

Includes sessions, evening event for day(s) of pass and access to knowledge center. - \$525

GUEST PASS

Includes daytime activities, meals, opening reception on Monday, Tuesday and Wednesday night event. Note: Guests will be unable to attend the learning sessions. - \$395

Guests must be at least 18 year of age to attend, and 21 to consume alcohol at social events.

TUESDAY NIGHT SPECIAL EVENT TICKET

Only provides admission to the Tuesday night special event on the General Jackson Showboat. - \$200

Guests must be at least 18 year of age to attend, and 21 to consume alcohol at social events.

DISCOUNTS

We offer discounts for groups of 3, or more! Please note only one discount code is valid per registrant. Just **register all attendees** at the same time. Once you add the third person to your group a 10% discount will automatically be taken off your total. For more information on the discounts, please contact events@aclara.com

IMPORTANT NOTE REGARDING PRICING

Online registration will close at 11:59 pm (Central Savings Time) on April 26, 2020. The pricing referenced above will only be valid when online registration is open. Once online registration closes, onsite pricing will take effect. **ALL PRICES ARE USD.**

ATTENDEE REGISTRATION HELP

Questions about your registration
events@aclara.com

Signature: 

Email: gthomas@evmwd.net

Register for AclaraConnect now!





R. Johnson TRAR-Aclara Connect 2020 Conf. & Expo - April 27-30

Final Audit Report

2019-12-18

Created:	2019-12-12
By:	Gayle Malone (gmalone@evmwd.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFrOY8LG7W94hVVVoQXgtd1HM-lb5xtikM

"R. Johnson TRAR-Aclara Connect 2020 Conf. & Expo - April 27-30" History

-  Document created by Gayle Malone (gmalone@evmwd.net)
2019-12-12 - 10:25:25 PM GMT- IP address: 64.60.178.189
-  Document emailed to Greg Thomas (gthomas@evmwd.net) for signature
2019-12-12 - 10:28:10 PM GMT
-  Email viewed by Greg Thomas (gthomas@evmwd.net)
2019-12-18 - 2:05:34 AM GMT- IP address: 47.150.11.118
-  Document e-signed by Greg Thomas (gthomas@evmwd.net)
Signature Date: 2019-12-18 - 4:19:14 AM GMT - Time Source: server- IP address: 47.150.11.118
-  Signed document emailed to Greg Thomas (gthomas@evmwd.net), Gayle Malone (gmalone@evmwd.net) and Susie Evans (sevans@evmwd.net)
2019-12-18 - 4:19:14 AM GMT