

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY ("WESA")
BOARD OF DIRECTORS
REGULAR MEETING
March 26, 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 March 9, 2020
2. Demands
3. Adopt Bank Signatories Resolution and Approve Amendment to the Administrative Code Section 3100
4. Position Listing Update

B. Approval of Travel Authorizations:

1. Daniel Markham - Inforum 2020

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

This meeting location is where members of the public may observe and provide public comment. Members of the public may listen and provide public comment telephonically by calling the following number:

(510) 338-9438

Meeting Number (Access Code): 629 606 579

Meeting Password: 92530

Or participants may join the meeting online by visiting the following website:

<https://evmwd.my.webex.com>

Meeting Number (Access Code): 629 606 579

Meeting Password: 92530

31315 Chaney Street, Lake Elsinore, CA
Board Room

3/19/20 11:28 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, MARCH 9, 2020
4:00 P.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
Darcy M. Burke
Harvey R. Ryan

Directors Absent

Jared McBride

Staff Present

Greg Thomas, General Manager
Steve Anderson, Legal Counsel
Christy Gonzalez, Deputy Board Secretary/Executive Assistant
Susie Evans, Sr. Executive Assistant
Ganesh Krishnamurthy, Assistant General Manager – Eng. and Ops.
Jason Dafforn, Director of Engineering and Water Resources
Jase Warner, Director of Operations
Jennifer Dancho, Director of Human Resources and Safety
Margie Armstrong, Director of Strategic Programs
Jim Ollerton, Director of Information Technology
Parag Kalaria, Water Resources Manager
Tim Collie, Water Operations Manager
David Smith, Maintenance Manager
Matthew Bates, Engineering Manager
Christina Henry, Community Affairs Manager
Scott Thompson, Accounting Manager
Dennis McBride, Wastewater Superintendent
Bonnie Woodrome, Community Affairs Supervisor
Jorge Chavez, Management Analyst

Others Present

None.

CALL TO ORDER

The meeting was called to order by President Morris at 4:00 p.m.

APPROVAL OF AGENDA

A motion was made by Director Williams, seconded by Director Ryan 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

- A. Approval of:
 - 1. Minutes of the Special Board Meeting of February 24, 2020
 - 2. Demands
- B. Approval of Travel Authorizations:
 - 1. Daniel Markham - Infor Customer Day & TechEd
 - 2. Jason MacGill - Labware Customer Education Conference
 - 3. Jim Ollerton - Infor Customer Day & TechEd
 - 4. Jim Ollerton - Inforum 2020
 - 5. Kaitlyn Wu - CAPIO Annual Conference
 - 6. William Graham - CA-NV AWWA Spring Conference

President Morris reported for the record that on Consent Calendar Item No. I.A.2., Demand No. 1001506829, there was a typo on the amount and should be changed from \$1,135,044.68 to \$113,504.68.

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

- 1. Approve the Consent Calendar as presented, with the noted change to Consent Calendar Item No. I.A.2., Demand No. 1001506829 to \$113,504.68.***

ITEM II. REPORTS

- A. General Manager’s Report
Mr. Thomas had nothing to report.
- B. Legal Counsel’s Report
Mr. Anderson had nothing to report.

ITEM III. DIRECTORS’ COMMENTS

There were none.

ITEM IV. CLOSED SESSION

The Board adjourned to Closed Session at 4:35 p.m. to discuss:

A. Public Employee Discipline/Dismissal/Release

The Board reconvened to open session at 5:09 p.m. and reported they appointed an Ad Hoc Committee, consisting of Director Ryan and Director Williams, to hear the employee matter.

ITEM V. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:09 p.m.

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

ATTEST:

Christy Gonzalez, Deputy Board Secretary
to the Board of Directors of the
Water Employee Services Authority



AP Disbursement Report

Cash Disbursements for 03/04/2020 through 03/26/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
INTERIMS						
2063	03/12/2020	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOC DUES	EMP DED-ASSOC DUES	ACH	1,800.00
2064	03/12/2020	INFINISOURCE	EE FSA MEDICAL	EMP DED-ADDT'L COVERAGE	ACH	4,658.93
2065	03/12/2020	MANAGEMENT TEAM ASSOCIATION	MTA DUES	EMP DED-MTA DUES	ACH	255.00
2066	03/12/2020	MASON, BARBARA	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	ACH	50.60
136872	03/05/2020	AFLAC	AFLAC P/T GROUP POLICY-FEB2020	DUE UPON RECEIPT	CHECK	982.14
136873	03/05/2020	AFLAC	AFLAC P/T GROUP POLICY-DEC2019	DUE UPON RECEIPT	CHECK	1,028.06
136874	03/05/2020	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE PPE 02/07/2020	DUE UPON RECEIPT	CHECK	35.40
136875	03/05/2020	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE PPE 02/21/2020	DUE UPON RECEIPT	CHECK	176.16
136876	03/05/2020	LITTLETON, DANNY	CERTIFICATION REIMBURSEMENT	EMPLOYEE REIMBURSEMENT	CHECK	190.00
136877	03/05/2020	MUNSON, SKYLER	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	62.56
136878	03/05/2020	WAGeworks, INC.	COBRA/DIRECT BILL	DUE 02/29/2020	CHECK	122.25
136879	03/12/2020	AFLAC	AFLAC P/T-GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	982.14
136880	03/12/2020	AFLAC INSURANCE GROUP	AFLAC P/T-GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	212.60
136881	03/12/2020	CINTAS CORPORATION	UNIFORMS	DUE 03/06/2020	CHECK	2,930.94
136882	03/12/2020	COLLIE, TIMOTHY	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	69.47
136883	03/12/2020	CSI INTERNATIONAL	EMPLOYEE SERVICE AWARDS	DUE 01/31/2020	CHECK	4,394.54
136884	03/12/2020	EDDY, BRIAN	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	67.97
136885	03/12/2020	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	75.00
136886	03/12/2020	GARLAND, HALEY	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	47.79
136887	03/12/2020	GONZALEZ, RICARDO	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	37.84
136888	03/12/2020	HENRY, CHRISTINA	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	9.31
136889	03/12/2020	LEGALSHIELD	PRE PAID LEGAL SERVICES	EMP DED-ADDT'L COVERAGE	CHECK	26.68
136890	03/12/2020	LINCOLN FINANCIAL GROUP	LINCOLN NATIONAL 457%	EMP DED-ADDT'L COVERAGE	CHECK	23,271.55
136891	03/12/2020	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE	EMP DED-ADDT'L COVERAGE	CHECK	1,304.22
136892	03/12/2020	NATIONWIDE	NATIONWIDE 457%	EMP DED-ADDT'L COVERAGE	CHECK	1,813.75
136893	03/12/2020	RIVERSIDE COUNTY SHERIFF'S OFF	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	100.00
136894	03/12/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.11
136895	03/12/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	158.30
136896	03/12/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.00
136897	03/12/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	502.15
136898	03/12/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	197.53
136899	03/12/2020	THOMAS, GREG	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	27.46
136900	03/12/2020	THOMPSON, SCOTT	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	379.04
136901	03/12/2020	TX CHILD SUPPORT SDU	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	287.54




Print Date: 03/18/2020

AP Disbursement Report

Cash Disbursements for 03/04/2020 through 03/26/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
136902	03/12/2020	UNITED WAY	UNITED WAY CONTRIBUTION	EMP DED-DONATIONS	CHECK	119.00
136903	03/12/2020	US BANK	P-CARD PURCHASES	DUE UPON RECEIPT	CHECK	7,850.95
DEMAND REGISTER						
136904	03/26/2020	BARTLEY OPTICAL	SAFETY PRESCRIPTION GLASSES		CHECK	1,633.91
136905	03/26/2020	BOOT BARN INC.	BOOT PURCHASE		CHECK	275.97
136906	03/26/2020	ELSINORE VALLEY MWD	HR RENT FOR JANUARY		CHECK	1,064.00
136908	03/26/2020	TOTAL CARE FAMILY MED CTR LE	PRE-EMPLOYMENT & EMPLOYEE TESTING		CHECK	334.00
WIRE TRANSFERS						
0408500256	03/11/2020	STAT	PR TAXES PPE 20200306		WIRE	21,448.04
04085002561	03/11/2020	SDI	PR TAXES PPE 20200306		WIRE	6,092.89
1001523062	03/11/2020	457	PERS 457 FOR PPE 20200306		WIRE	21,797.15
13240	03/11/2020	FEDS	PR TAXES PPE 20200306		WIRE	56,790.50
132401	03/11/2020	FICA	PR TAXES PPE 20200306		WIRE	17,669.24

Reviewed By: 

Date: Mar 18, 2020

DATE: March 26, 2020

TO: Board of Directors

FROM: General Manager

**SUBJECT: ADOPT BANK SIGNATORIES RESOLUTION AND APPROVE
AMENDMENT TO THE ADMINISTRATIVE CODE SECTION 3100**

BACKGROUND

As a result of personnel changes, it is necessary to modify the authorized signature listing on WESA's various bank accounts. Attached for the Board's review and approval is a resolution listing the recommended signatories for the WESAs accounts.

RECOMMENDATION

The General Manager and staff recommend that the Board of Directors:

1. Adopt the Resolution authorizing listed signatories for the WESA's bank accounts; and,
2. Authorize amendment to Section 3100 of the Administrative Code.

ENVIRONMENTAL WORK STATUS

Not applicable.

FISCAL IMPACT

None.

Originated by: Christy Gonzalez – Administration

Reviewed by: Terese Quintanar – Administration

Attachments:

Resolution

Administrative Code 3100

RESOLUTION NO. 2020-01

RESOLUTION OF THE BOARD OF DIRECTORS OF
WATER EMPLOYEE SERVICES AUTHORITY
AUTHORIZING SIGNATORIES TO DISTRICT BANK
ACCOUNTS

WHEREAS, the Board of Directors of the Water Employee Services Authority (WESA) have approved the modification of the signatories on all of the WESA bank accounts;

BE IT RESOLVED, that the following persons are hereby authorized signatories on said bank accounts:

1. Andy Morris, Director
2. Harvey Ryan, Director
3. Phil Williams, Director
4. Darcy Burke, Director
5. Jared McBride, Director
6. Terese Quintanar, Secretary
7. Robert Hartwig, Treasurer
8. Greg Thomas, General Manager
9. Ganesh Krishnamurthy, Assistant General Manager

APPROVED, ADOPTED AND SIGNED this 26th day of March, 2020.

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

ATTEST:

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

SECTION 3100. BANK ACCOUNT SIGNATORIES - (R-2007-1, R-2008-2, R-2009-1, R-2010-1, R-2011-1, R-2013-1, R-2014-4, R-2015-1, R-2019-4

The following persons are authorized signatories on all WESA bank accounts:

1. Andy Morris, Director
2. Harvey Ryan, Director
3. Phil Williams, Director
4. Darcy Burke, Director
5. Jared McBride, Director
6. Terese Quintanar, Secretary
7. Robert Hartwig, Treasurer
8. Greg Thomas, General Manager
9. Ganesh Krishnamurthy, Assistant General Manager

DATE: March 26, 2020

TO: Board of Directors

FROM: General Manager

SUBJECT: POSITION LISTING UPDATE

BACKGROUND

To ensure compliance with CalPERS requirements as they pertain to publicly available pay schedules, as defined in CCR 570.5(a)(4), requiring a list of all CalPERS eligible positions and their minimum and maximum hourly pay, WESA developed the WESA Position Listing & Salary Schedule. The information contained in the listing has been previously approved by the Board of Directors, either through approval of each position revision, which includes bargaining unit, exempt status, and pay range, or through the ratification of each Memorandum of Understanding, which includes, among others, the cost of living adjustment parameters. The purpose of this document is to provide position and salary information in one listing, rather than in multiple documents. After any approved change is made to the authorized position listing, this document will be updated and provided to the Board of Directors for review and approval. The current listing includes the recent Cost of Living Adjustment, which was approved and implemented on January 11, 2020.

RECOMMENDATION

The General Manager and staff recommend that the Board of Directors:

1. Approve the update of the WESA Position Listing & Salary Schedule

ENVIRONMENTAL WORK STATUS

Not applicable.

FISCAL IMPACT

Not applicable.

Originated by: Jennifer Dancho – HR

Reviewed by: Terese Quintanar – Administration

Attachments:

Position Listing and Salary Schedule

Water Employee Services Authority
Position Listing & Salary Schedule
Revision Date: January 11, 2020

This is strictly a resource document of available employment positions for the Elsinore Valley Municipal Water District, staffed by the Water Employee Services Authority. The positions listed herein are not necessarily funded. For current, full-time budgeted positions, please refer to the "Authorized Position Listing."

Position Title	Department	Range	Monthly Salary		Hourly Salary		Represented?	Exempt Position (+ = Executive)
			Minimum	Maximum	Minimum	Maximum		
Accountant I	Accounting & Finance	28	\$5,882.67	\$7,716.21	\$33.94	\$44.52	Y	Y
Accountant II	Accounting & Finance	30	\$6,489.69	\$8,516.79	\$37.44	\$47.71	Y	Y
Accountant III	Accounting & Finance	32	\$7,166.33	\$9,401.56	\$41.34	\$54.24	Y	Y
Accounting Manager	Accounting & Finance	37	\$9,174.83	\$12,036.71	\$52.93	\$69.44	Y	Y
Accounting Supervisor	Accounting & Finance	34	\$7,910.81	\$10,381.71	\$45.64	\$59.89	Y	Y
Accounting Technician I	Accounting & Finance	21	\$4,158.04	\$5,450.63	\$23.99	\$31.45	Y	N
Accounting Technician II	Accounting & Finance	23	\$4,588.31	\$6,018.36	\$26.47	\$34.72	Y	N
Accounting Technician III	Accounting & Finance	25	\$5,061.42	\$6,643.22	\$29.20	\$38.33	Y	N
Applications Specialist I	Information Technology	29	\$6,148.69	\$8,067.92	\$35.47	\$46.55	N	N
Applications Specialist II	Information Technology	31	\$6,784.27	\$8,903.45	\$39.14	\$51.37	N	Y
Applications Specialist III	Information Technology	33	\$7,487.69	\$9,826.48	\$43.20	\$56.69	N	Y
Assistant Engineer	Water Resources Planning	32	\$7,166.33	\$9,401.56	\$41.34	\$54.24	Y	Y
Assistant General Manager-Business Services	General Management	46	\$14,232.67	\$18,674.59	\$82.11	\$107.74	N	+
Assistant General Manager-Engineering & Operations	General Management	46	\$14,232.67	\$18,674.59	\$82.11	\$107.74	N	+
Associate Engineer	Engineering	34	\$7,910.81	\$10,381.71	\$45.64	\$59.89	Y	Y
Buyer I	Purchasing	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Buyer II	Purchasing	26	\$5,320.29	\$6,977.09	\$30.69	\$40.25	Y	N
Collection Systems Maintenance Worker I	Wastewater Collections	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Collection Systems Maintenance Worker II	Wastewater Collections	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Collection Systems Maintenance Worker III	Wastewater Collections	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Community Affairs Specialist	Community Affairs	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Community Affairs Supervisor	Community Affairs	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Community Relations Manager	Community Relations	37	\$9,174.83	\$12,036.71	\$52.93	\$69.44	Y	Y
Contract Administrator	Purchasing	31	\$6,823.54	\$8,949.88	\$39.37	\$51.63	Y	Y
Customer Service Representative	Customer Service	20	\$3,958.08	\$5,188.18	\$22.84	\$29.93	Y	N
Customer Service Specialist	Customer Service	23	\$4,588.31	\$6,018.36	\$26.47	\$34.72	Y	N
Customer Service Supervisor	Customer Service	31	\$6,823.54	\$8,949.88	\$39.37	\$51.63	Y	Y
Development Services Representative I	Development Services	20	\$3,958.08	\$5,188.18	\$22.84	\$29.93	Y	N
Development Services Representative II	Development Services	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Director of Engineering & Water Resources	Engineering & Water Resources	44	\$12,895.47	\$16,916.03	\$74.40	\$97.59	N	+
Director of Human Resources	Human Resources	40	\$10,581.67	\$13,880.97	\$61.05	\$80.08	N	+
Director of Information Technology	Information Technology	42	\$11,681.44	\$15,325.30	\$67.39	\$88.42	N	+
Director of Operations	Operations	44	\$12,895.47	\$16,916.03	\$74.40	\$97.59	N	+
Director of Strategic Programs	Strategic Programs	44	\$12,895.47	\$16,916.03	\$74.40	\$97.59	N	+
District Secretary/Administrative Services Supervisor	Administrative Services	32	\$7,127.05	\$9,353.36	\$41.12	\$53.96	N	+
Electrical Instrumentation & Controls Technician I	Maintenance	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Electrical Instrumentation & Controls Technician II	Maintenance	29	\$6,166.54	\$8,089.34	\$35.58	\$46.67	Y	N
Engineering Inspector	Development Services	28	\$5,870.18	\$7,701.93	\$33.87	\$44.43	Y	N
Engineering Manager	Engineering	42	\$11,681.44	\$15,325.30	\$67.39	\$88.42	N	Y
Engineering Project Coordinator	Engineering	28	\$5,882.67	\$7,716.21	\$33.94	\$44.52	Y	Y
Engineering Technician	Capital Design	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N

Water Employee Services Authority
Position Listing & Salary Schedule
Revision Date: January 11, 2020

This is strictly a resource document of available employment positions for the Elsinore Valley Municipal Water District, staffed by the Water Employee Services Authority. The positions listed herein are not necessarily funded. For current, full-time budgeted positions, please refer to the "Authorized Position Listing."

Position Title	Department	Range	Monthly Salary		Hourly Salary		Represented?	Exempt Position (+ = Executive)
			Minimum	Maximum	Minimum	Maximum		
Environmental Compliance Inspector	Wastewater Systems Engineering	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Executive Advisor	General Management			\$22,251.14		\$128.37	N	+
Executive Assistant - Business Services	Business Services	27	\$5,568.46	\$7,303.80	\$32.13	\$42.14	N	N
Executive Assistant - Engineering & Operations	Engineering & Operations Admin	27	\$5,568.46	\$7,303.80	\$32.13	\$42.14	N	N
Executive Assistant/Deputy Board Secretary	Administrative Services	27	\$5,568.46	\$7,303.80	\$32.13	\$42.14	N	N
Field Maintenance Superintendent - Construction Maintenance	Construction Maintenance	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Field Maintenance Superintendent - Field Services	Field Services	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Field Maintenance Superintendent - Preventive Maintenance	Preventive Maintenance	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Field Maintenance Worker I - CM	Construction Maintenance	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Field Maintenance Worker I - FM	Facilities Maintenance	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Field Maintenance Worker I - FS	Field Services	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Field Maintenance Worker I - PM	Preventive Maintenance	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Field Maintenance Worker II - CM	Construction Maintenance	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Field Maintenance Worker II - FM	Facilities Maintenance	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Field Maintenance Worker II - FS	Field Services	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Field Maintenance Worker II - PM	Preventive Maintenance	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Field Maintenance Worker III - CM	Construction Maintenance	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Field Maintenance Worker III - FM	Facilities Maintenance	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Field Maintenance Worker III - FS	Field Services	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Field Maintenance Worker III - PM	Preventive Maintenance	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
General Manager	General Management			\$20,833.33		\$120.19	N	+
GIS Technician I	Information Technology	22	\$4,350.85	\$5,704.14	\$25.10	\$32.91	N	N
GIS Technician II	Information Technology	24	\$4,804.33	\$6,295.08	\$27.72	\$36.32	N	N
GIS Technician III	Information Technology	26	\$5,300.66	\$6,952.09	\$30.58	\$40.11	N	N
Government Relations Officer	Government Relations	40	\$10,581.67	\$13,880.97	\$61.05	\$80.08	N	+
Human Resources Specialist	Human Resources	28	\$5,848.75	\$7,675.15	\$33.74	\$44.28	N	Y
Human Resources Technician	Human Resources	24	\$4,804.33	\$6,295.08	\$27.72	\$36.32	N	N
Information Technology Supervisor	Information Technology	34	\$7,867.96	\$10,322.79	\$45.39	\$59.55	N	Y
Information Technology Technician I	Information Technology	22	\$4,350.85	\$5,704.14	\$25.10	\$32.91	N	N
Information Technology Technician II	Information Technology	24	\$4,804.33	\$6,295.08	\$27.72	\$36.32	N	N
Information Technology Technician III	Information Technology	26	\$5,300.66	\$6,952.09	\$30.58	\$40.11	N	N
Inventory Control Specialist	Purchasing	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Lead Electrical Instrumentation & Controls Technician	Maintenance	31	\$6,807.48	\$8,933.81	\$39.27	\$51.54	Y	N
Lead Field Maintenance Worker - FM	Facilities Maintenance	30	\$6,477.19	\$8,501.75	\$37.37	\$49.05	Y	N
Lead Water Production Operator	Water Production	30	\$6,477.19	\$8,501.75	\$37.37	\$49.05	Y	N
Lift Station Technician	Wastewater Collections	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Maintenance Manager	Maintenance	40	\$10,581.67	\$13,880.97	\$61.05	\$80.08	N	Y
Maintenance Superintendent	Maintenance	34	\$7,910.81	\$10,381.71	\$45.64	\$59.89	Y	Y
Management Analyst - Grant Administration	Grant Administration	31	\$6,823.54	\$8,949.88	\$39.37	\$51.63	Y	Y
Management Analyst - Strategic Programs	Strategic Programs	31	\$6,823.54	\$8,949.88	\$39.37	\$51.63	Y	Y
Mechanical Technician I	Maintenance	26	\$5,320.29	\$6,977.09	\$30.69	\$40.25	Y	N

Water Employee Services Authority
Position Listing & Salary Schedule
Revision Date: January 11, 2020

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Position Title	Department	Range	Monthly Salary		Hourly Salary		Represented?	Exempt Position (+ = Executive)
			Minimum	Maximum	Minimum	Maximum		
Mechanical Technician II	Maintenance	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Mechanical Technician III	Maintenance	29	\$6,166.54	\$8,089.34	\$35.58	\$46.67	Y	N
Network Specialist I	Information Technology	29	\$6,148.69	\$8,067.92	\$35.47	\$46.55	N	N
Network Specialist II	Information Technology	31	\$6,784.27	\$8,903.45	\$39.14	\$51.37	N	N
Network Specialist III	Information Technology	33	\$7,487.69	\$9,826.48	\$43.20	\$56.69	N	N
Pretreatment Program Coordinator	Wastewater Systems Engineering	29	\$6,166.54	\$8,089.34	\$35.58	\$46.67	Y	N
Principal Engineer	Engineering	38	\$9,639.02	\$12,645.52	\$55.61	\$72.95	Y	Y
Principal Engineer (Wastewater)	Wastewater Systems Engineering	38	\$9,639.02	\$12,645.52	\$55.61	\$72.95	Y	Y
Principal Engineer (Water Quality)	Water Systems Engineering	38	\$9,639.02	\$12,645.52	\$55.61	\$72.95	Y	Y
Purchasing Manager	Purchasing	36	\$8,733.85	\$11,458.27	\$50.39	\$66.11	Y	Y
Records Management Coordinator	Administrative Services	23	\$4,588.31	\$6,018.36	\$26.47	\$34.72	Y	N
Regulatory Compliance Specialist	Wastewater Operations Administration	31	\$6,823.54	\$8,949.88	\$39.37	\$51.63	Y	Y
Safety Officer	Safety	33	\$7,487.69	\$9,826.48	\$43.20	\$56.69	N	Y
Safety Technician	Safety	24	\$4,804.33	\$6,295.08	\$27.72	\$36.32	N	N
SCADA Specialist I	SCADA	29	\$6,166.54	\$8,089.34	\$35.58	\$46.67	Y	N
SCADA Specialist II	SCADA	31	\$6,807.48	\$8,933.81	\$39.27	\$51.54	Y	N
SCADA Specialist III	SCADA	33	\$7,514.47	\$9,860.40	\$43.35	\$56.89	Y	N
Senior Development Services Representative	Development Services	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Senior Engineer	Engineering	36	\$8,687.43	\$11,395.79	\$50.12	\$65.74	Y	Y
Senior Engineering Inspector	Development Services	31	\$6,807.48	\$8,933.81	\$39.27	\$51.54	Y	N
Senior Executive Assistant	Administrative Services	28	\$5,848.75	\$7,675.15	\$33.74	\$44.28	N	N
Senior Management Analyst	Grant Administration	36	\$8,687.43	\$11,395.79	\$50.12	\$65.74	N	Y
Senior Office Assistant	Engineering & Operations Admin	21	\$4,158.04	\$5,450.63	\$23.99	\$31.45	Y	N
Senior Water Protection Technician	Water Systems Engineering	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Senior Water Resources Planner/Engineer	Water Resources Planning	38	\$9,639.02	\$12,645.52	\$55.61	\$72.95	Y	Y
Wastewater Collections System Superintendent	Wastewater Collections	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Wastewater Operations Manager	Wastewater Operations Management	40	\$10,581.67	\$13,880.97	\$61.05	\$80.08	N	Y
Wastewater Treatment OIT	Wastewater Treatment	20	\$3,958.08	\$5,188.18	\$22.84	\$29.93	Y	N
Wastewater Treatment Operator I	Wastewater Treatment	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Wastewater Treatment Operator II	Wastewater Treatment	26	\$5,320.29	\$6,977.09	\$30.69	\$40.25	Y	N
Wastewater Treatment Operator III	Wastewater Treatment	28	\$5,870.18	\$7,701.93	\$33.87	\$44.43	Y	N
Wastewater Treatment Superintendent	Wastewater Treatment	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Water Efficiency Specialist	Community Affairs	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Water Operations Manager	Water Operations Management	40	\$10,581.67	\$13,880.97	\$61.05	\$80.08	N	Y
Water Production Operator I	Water Production	22	\$4,368.71	\$5,727.35	\$25.20	\$33.04	Y	N
Water Production Operator II	Water Production	25	\$5,061.42	\$6,643.22	\$29.20	\$38.33	Y	N
Water Production Operator III	Water Production	28	\$5,870.18	\$7,701.93	\$33.87	\$44.43	Y	N
Water Production Superintendent	Water Production	36	\$8,733.85	\$11,458.27	\$50.39	\$66.11	Y	Y
Water Protection Supervisor	Water Systems Engineering	30	\$6,489.69	\$8,517.82	\$37.44	\$49.14	Y	Y
Water Protection Technician	Water Systems Engineering	24	\$4,820.40	\$6,320.08	\$27.81	\$36.46	Y	N
Water Quality Analyst	Water Quality/Laboratory	30	\$6,477.19	\$8,501.75	\$37.37	\$49.05	Y	N

Water Employee Services Authority

Position Listing & Salary Schedule

Revision Date: January 11, 2020

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Position Title	Department	Range	Monthly Salary		Hourly Salary		Represented?	Exempt Position (+ = Executive)
			Minimum	Maximum	Minimum	Maximum		
Water Quality Supervisor	Water Quality/Laboratory	33	\$7,528.75	\$9,878.25	\$43.44	\$56.99	Y	Y
Water Quality Technician	Water Quality/Laboratory	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N
Water Resources Manager	Water Resources Management	42	\$11,681.44	\$15,325.30	\$67.39	\$88.42	N	Y
Welder - Fabricator	Facilities Maintenance	27	\$5,586.31	\$7,330.58	\$32.23	\$42.29	Y	N

WESA
Travel Reimbursement Authorization Request

Control No: 20-263-806

Employee Name: Daniel Markham Employee No.: 806
 Employee Title: Applications Specialist III Department: IT
 Event Description: Inforum 2020
 Purpose/Benefit: User education event to build skills and knowledge to maximize the technology the District has
 Location: Las Vegas, NV Dates: September 13-16, 2020

A) REGISTRATION COST

Event Registration: Inforum 2020 No. of Days: 4
Registration Cost: \$1,295.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: The Linq Hotel & Casino No. of Nights: 4 Cost/night: \$158.60
Accommodation Cost: \$634.40

II) TRANSPORTATION
 Air Travel Cost: \$250.00 Total Mileage: 105.8 Vehicle: Personal
 Baggage Cost: \$0.00 Less Commute: 36.8
 Ground Transport: \$50.00 Reimbursable Miles: 69 (x 0.575): \$39.68
Transportation Cost: \$339.68

III) MEALS IRS Per Diem: Su: \$45.75, Mo: \$61, Tue: \$31, Wed: \$31 **Meal Cost:** \$168.75

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

C) TOTAL COST

G/L Account No.: 15-240-121 / 53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$2,537.83

D) EMPLOYEE ACKNOWLEDGEMENT

I, **Daniel Markham**, 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: *D. Markham* Date: Mar 2, 2020

E) ADVANCES

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

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

Approved	Signature	Date	
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u><i>[Signature]</i></u>	<u>Mar 2, 2020</u>	DEPARTMENT MANAGER APPROVAL
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u><i>Robert Hartwig</i></u>	<u>Mar 9, 2020</u>	GM/AGM APPROVAL
YES <input type="checkbox"/> NO <input type="checkbox"/>	_____	_____	BOARD APPROVAL

Registration and pricing

Education

Hotels

Meals and travel

Registration and pricing

Schedule

Sponsors

Sponsors

Become a sponsor

Log in

Register

Included in the Registration Fee

- Registration Fees
- Cancellation Policy
- Forms of Payment
- Guest Fees
- Registration Hours
- Justification Letter

Included in the Registration Fee

- Three days of immersive learning
- Keynotes featuring Infor Executives and engaging Guest Speakers
- Access to the Hub featuring Infor’s latest innovations, hands-on demos and more
- 700+ innovative education sessions, including customer case studies and hands-on sessions
- Meals (2 breakfasts, 2 lunches, coffee breaks, and Welcome Reception)
- Numerous networking opportunities with the 5,000 customers and partners
- Private concert with a world-class entertainer at the Customer Appreciation Party

Registration Fees

Early Bird	January 14 – May 1, 2020	\$1,295
Late Bird	May 2 – May 22, 2020	\$1,395
Regular	May 23 – September 12, 2020	\$1,595
Onsite	September 13-16, 2020	\$1,895

Group packages are available, but must be purchased at one time by selecting the appropriate option during registration.

For 6-10 Registrations – \$1,095/each

For 11+ Registrations – \$995/each

Day pass: \$895—Provides one-day access on Monday, Tuesday, or Wednesday. Specific day must be selected at time of registration. Day pass includes: General Session (Tues only), education sessions, academies, The Hub with hands-on demos, partner exhibits, and Speed Sessions. Note: Only the Monday pass includes the Welcome Reception and only the Wednesday pass includes the Customer Appreciation Event.

Cancellation Policy

Conference cancellations received or postmarked no later than **May 19, 2020**, will not be charged a cancellation fee. Conference cancellations received or postmarked from **May 20 through August 4, 2020**, will be refunded less a \$300 processing fee per registration. No refunds will be given for any Event cancellations received or postmarked after **August 4, 2020**. Processing fees will be deducted from the refund being provided to the registrant. Refunds will not be provided to individuals who are no-shows to the Event. Cancellation requests not received in writing will not be honored. Fees and costs associated with the cancellation of any travel reservations and/or hotel reservations are the exclusive responsibility of the registrant.

If you are unable to attend Inforum 2020, you may transfer/substitute your registration to another person from your company at no charge. Please email your cancellation or substitution requests to inforumsupport@infor.com.

It is against Inforum 2020 policy to share, swap, and/or trade badges at any time during the conference. Violators will be asked to leave the conference immediately without refund.

Forms of Payment

Registration fees can be paid by credit card (Visa, MasterCard, American Express). Checks are accepted for payments for \$10,000 USD or more.

Payment inquires can be sent to inforumsupport@infor.com.

Guest Fees

Guest Passes are available for the following:

- Monday Welcome Reception – \$100

Guests are not permitted to attend the conference sessions. Guest passes can be purchased at time of registration or on-site at Inforum. Limit of one Welcome Reception guest pass per registrant can be purchased. All guest pass purchases are based upon availability. **Please note guests must be 21 years of age or older.**

Registration Hours

Monday	September 14	10:00 am – 8:00 pm
Tuesday	September 15	7:00 am – 6:30 pm
Wednesday	September 16	7:00 am – 6:00 pm

Justification Letter

Use these handy letters and cost-estimators to show the ROI from attending:

[North America Justification Letter](#)