

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY ("WESA")
BOARD OF DIRECTORS
REGULAR MEETING
April 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

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 Regular Board Meeting of March 26, 2020
2. Demands

II. REPORTS

- A. General Manager's Report
- B. Legal Counsel's Report

III. DIRECTOR'S COMMENTS AND REQUESTS

IV. ADJOURNMENT

Members of the public may listen, observe and provide public comment telephonically by calling the following number:

(510) 338-9438

Meeting Number (Access Code): 626 833 121

Meeting Password: 92530

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

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

Meeting Number (Access Code): 626 833 121

Meeting Password: 92530

31315 Chaney Street, Lake Elsinore, CA
Board Room

4/2/20 8:06 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 REGULAR MEETING
WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
THURSDAY, MARCH 26, 2020
4:00 P.M.**

The Regular Meeting of the Board of Directors of Water Employee Services Authority was held via teleconference, with members of the public notified of the ability to observe and provide public comment telephonically by calling (510) 338-9438, and entering the meeting number: 629 606 579.

Directors Present

Andy Morris, President
Phil Williams, Vice President
Darcy M. Burke
Jared McBride (joined at 4:04 p.m.)

Director Absent

Harvey R. Ryan

Staff Present

Greg Thomas, General Manager
Ganesh Krishnamurthy, Assistant General Manager – Eng. and Ops.
Terese Quintanar, District Secretary/Administrative Services Supervisor
Margie Armstrong, Director of Strategic Programs
Greg Morrison, Government Relations Officer
Steve Anderson, Legal Counsel
Robert Hartwig, Treasurer
Christy Gonzalez, Deputy Board Secretary/Executive Assistant
Susie Evans, Sr. Executive Assistant
Jason Dafforn, Director of Engineering and Water Resources
Jase Warner, Director of Operations
Jennifer Dancho, Director of Human Resources and Safety
Jim Ollerton, Director of Information Technology
Matthew Bates, Engineering Manager
Scott Thompson, Accounting Manager
Bonnie Woodrome, Community Affairs Supervisor

Others Present

Wendie C. Hays

CALL TO ORDER

The meeting was called to order by President Morris at 4:00 p.m. President Morris stated that this meeting was being conducted by teleconference pursuant to the Brown Act waivers provided under the Governor’s Executive Order in response to the COVID-19 State of Emergency.

The public may listen and provide comment telephonically by calling the number listed on the Agenda.

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 for anyone on the teleconference and in the room and there were none.

ITEM I. CONSENT CALENDAR
Resolution No. 2020-01

- 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 (*Reso. No. 2020-01*)
 - 4. Position Listing Update
- B. Approval of Travel Authorizations:
 - 1. Daniel Markham - Inforum 2020

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

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

ITEM II. REPORTS

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

ITEM III. DIRECTORS' COMMENTS

There were none.

ITEM IV. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:06 p.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



AP Disbursement Report

Cash Disbursements for 03/18/2020 through 04/09/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
INTERIMS						
2068	03/19/2020	INFINSOURCE	FBA MONTHLY ADMIN/ADMINISTRATIVE SERVICE	DUE 03/10/2020	ACH	217.25
2069	03/26/2020	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOC DUES	EMP DED-ASSOC DUES	ACH	1,782.00
2070	03/26/2020	INFINSOURCE	EE FSA MEDICAL	EMP DED-ADDT'L COVERAGE	ACH	4,658.93
2071	03/26/2020	MANAGEMENT TEAM ASSOCIATION	MTA DUES	EMP DED-MTA DUES	ACH	270.00
136909	03/19/2020	CASTERAN, ISABEL	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	22.56
136910	03/19/2020	LINCOLN NATL LIFE INS COMP	LIFE/AD&D/LTD INSURANCE	DUE UPON RECEIPT	CHECK	9,912.74
136911	03/19/2020	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE PPE 03/06/2020	DUE UPON RECEIPT	CHECK	76.80
136912	03/19/2020	SAUCEDA, ANDREW	BOOT PURCHASE	EMPLOYEE REIMBURSEMENT	CHECK	92.60
136913	03/19/2020	US POSTMASTER	AUNUAL PO BOX FEE	DUE 03/31/2020	CHECK	288.00
136914	03/26/2020	AFLAC	AFLAC P/T-GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	963.82
136915	03/26/2020	AFLAC INSURANCE GROUP	AFLAC P/T-GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	187.97
136916	03/26/2020	BANK OF AMERICA	BUSINESS CREDIT CARD	DUE 04/02/2020	CHECK	20,859.86
136917	03/26/2020	CHAVEZ, JORGE	COMPUTER LOAN	EMPLOYEE REIMBURSEMENT	CHECK	322.34
136918	03/26/2020	CIGNA HEALTH AND LIFE INS	MEDICAL COVERAGE MARCH 2020	DUE UPON RECEIPT	CHECK	82,868.32
136919	03/26/2020	CINTAS CORPORATION	UNIFORMS	DUE 12/14/2019	CHECK	4,326.45
136920	03/26/2020	CYPRESS DENTAL ADMINISTRATORS	DENTAL COVERAGE FOR APRIL 2020	DUE UPON RECEIPT	CHECK	19,124.32
136921	03/26/2020	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	75.00
136922	03/26/2020	KRAFT, ANDREA	TRAVEL EXPENSES	EMPLOYEE REIMBURSEMENT	CHECK	83.38
136923	03/26/2020	LEGALSHIELD	PREPAID LEGAL SERVICES	EMP DED-ADDT'L COVERAGE	CHECK	26.68
136924	03/26/2020	LINCOLN FINANCIAL GROUP	LINCOLN NATIONAL 457	EMP DED-ADDT'L COVERAGE	CHECK	574.76
136925	03/26/2020	LINCOLN NATL LIFE INS COMP	VOL. LIFE INSURANCE	EMP DED-ADDT'L COVERAGE	CHECK	1,304.22
136926	03/26/2020	NATIONWIDE	NATIONWIDE 457	EMP DED-ADDT'L COVERAGE	CHECK	1,813.75
136927	03/26/2020	RIVERSIDE COUNTY SHERIFF'S OFF	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	100.00
136928	03/26/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.11
136929	03/26/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	158.30
136930	03/26/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.00
136931	03/26/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	502.15
136932	03/26/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	197.53
136933	03/26/2020	TX CHILD SUPPORT SDU	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	287.54
136934	03/26/2020	UNITED WAY	UNITED WAY CONTRIBUTION	EMP DED-DONATIONS	CHECK	119.00



Print Date: 03/31/2020

AP Disbursement Report

Cash Disbursements for 03/18/2020 through 04/09/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
DEMAND REGISTER						
2072	04/09/2020	EMPLOYMENT SCREENING SERVICES	SCREENING SERVICES		ACH	271.00
2073	04/09/2020	INFINSOURCE	FBA MONTHLY ADMIN: ADMINISTRATIVE SERVICE		ACH	217.25
136935	04/09/2020	BOOT BARN INC.	BOOT PURCHASE		CHECK	582.19
WIRE TRANSFERS						
0939500576	03/24/2020	STAT	PR TAXES PPE 20200320		WIRE	20,986.17
09395005761	03/24/2020	SDI	PR TAXES PPE 20200320		WIRE	5,748.16
1001530807	03/24/2020	PERS	PERS PPE 20200306		WIRE	74,647.49
1001530808	03/24/2020	PERS	PERS PPE 20200306		WIRE	40,036.84
1001530810	03/24/2020	457	PERS 457 PPE 20200320		WIRE	21,252.97
43555	03/24/2020	FEDS	PR TAXES PPE 20200320		WIRE	56,131.54
435551	03/24/2020	FICA	PR TAXES PPE 20200320		WIRE	16,669.72

Reviewed By: *[Signature]*

Date: Mar 31, 2020