

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
REGULAR MEETING
April 23, 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 April 9, 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): 620 950 727

Meeting Password: 92530

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

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

Meeting Number (Access Code): 620 950 727

Meeting Password: 92530

31315 Chaney Street, Lake Elsinore, CA
Board Room

4/14/20 5:03 PM 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, APRIL 9, 2020
4:00 P.M.

The Regular Meeting of the Board of Directors of Water Employee Services Authority was held via teleconference, through a call-in number clearly noted on the meeting agenda, posted in accordance with the Brown Act.

Directors Present

Andy Morris, President
Darcy M. Burke, Treasurer
Jared McBride
Harvey R. Ryan

Directors Absent

Phil Williams, Vice President

Staff Present

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

Others Present

Eric Higuchi

CALL TO ORDER

The meeting was called to order by President Morris at 4:01 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 Burke, seconded by Director Ryan 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

- A. Approval of:
 - 1. Minutes of the Regular Board Meeting of March 26, 2020
 - 2. Demands

A motion was made by Director Ryan, 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 reported that 70 employees are currently working from home. Currently there are no COVID-19 related illness reported from staff.
- 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

DRAFT

AP Disbursement Report

Cash Disbursements for 04/01/2020 through 04/23/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
INTERIMS						
2074	04/09/2020	CARDOZA, TERI	COMPUTER LOAN	EMPLOYEE REIMBURSEMENT	ACH	851.16
2075	04/09/2020	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOC DUES	EMP DED-ASSOC DUES	ACH	1,782.00
2076	04/09/2020	INFINISOURCE	EE FSA MEDICAL	EMP DED-ADDT'L COVERAGE	ACH	4,658.93
2077	04/09/2020	LANDEROS, ART	COMPUTER PURCHASE	EMPLOYEE REIMBURSEMENT	ACH	1,625.82
2078	04/09/2020	MANAGEMENT TEAM ASSOCIATION	MTA DUES	EMP DED-MTA DUES	ACH	270.00
2079	04/09/2020	THOMAS, GREG	TRAVEL EXPENSE REIMBURSEMENT	EMPLOYEE REIMBURSEMENT	ACH	10.25
136940	04/02/2020	ACWA JOINT POWERS INS AUTH	HEALTH/VISION COVERAGE FOR APR 2020	DUE UPON RECEIPT	CHECK	167,090.68
136941	04/02/2020	CSMFO	2020 CSMFO MUNICIPAL MEMBERSHIP RENEWAL	DUE 03/31/2020	CHECK	220.00
136942	04/02/2020	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE PPE 03/20/2020	DUE UPON RECEIPT	CHECK	76.80
136943	04/02/2020	SAUCEDA, ANDREW	CERTIFICATION RENEWAL	EMPLOYEE REIMBURSEMENT	CHECK	60.00
136944	04/02/2020	SUNBELT RENTALS	AWP OPERATOR TRAINING	DUE 02/06/2020	CHECK	1,950.00
136945	04/09/2020	AFLAC INSURANCE GROUP	AFLAC P/T GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	187.97
136946	04/09/2020	AFLAC	AFLAC P/T-GROUP POLICY	EMP DED-ADDT'L COVERAGE	CHECK	963.82
136947	04/09/2020	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	75.00
136948	04/09/2020	LEGALSHIELD	PREPAID LEGAL SERVICES	EMP DED-ADDT'L COVERAGE	CHECK	26.68
136949	04/09/2020	LINCOLN FINANCIAL GROUP	LINCOLN NATIONAL 457	EMP DED-ADDT'L COVERAGE	CHECK	681.11
136950	04/09/2020	LINCOLN NATL LIFE INS COMP	VOL LIFE INSURANCE	EMP DED-ADDT'L COVERAGE	CHECK	1,316.58
136951	04/09/2020	NATIONWIDE	NATIONWIDE 457	EMP DED-ADDT'L COVERAGE	CHECK	1,813.75
136952	04/09/2020	RIVERSIDE COUNTY SHERIFF'S OFF	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	100.00
136953	04/09/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.11
136954	04/09/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	158.30
136955	04/09/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.00
136956	04/09/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	502.15
136957	04/09/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	197.53
136958	04/09/2020	TX CHILD SUPPORT SDU	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	287.54
136959	04/09/2020	UNITED WAY	UNITED WAY CONTRIBUTION	EMP DED-DONATIONS	CHECK	119.00
136960	04/09/2020	US BANK	P CARD PURCHASES	DUE UPON RECEIPT	CHECK	6,233.59
DEMAND REGISTER						
2080	04/23/2020	BEST BEST AND KRIEGER	LEGAL INVOICE		ACH	2,670.90
136970	04/23/2020	BARTLEY OPTICAL	PRESCRIPTION SAFETY GLASSES		CHECK	247.35
136971	04/23/2020	CINTAS CORPORATION	UNIFORMS		CHECK	986.32
136972	04/23/2020	TOTAL CARE FAMILY MED CTR LE	PRE-EMPLOYMENT & EMPLOYEE TESTING		CHECK	977.00

AP Disbursement Report

Cash Disbursements for 04/01/2020 through 04/23/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
WIRE TRANSFERS						
1815686176	04/08/2020	STAT	PR TAXES FOR PPE 20200403		WIRE	21,222.83
18156861761	04/08/2020	SDI	PR TAXES FOR PPE 20200403		WIRE	5,802.46
83700	04/08/2020	FEDS	PR TAXES FOR PPE 20200403		WIRE	58,293.08
837001	04/08/2020	FICA	PR TAXES FOR PPE 20200403		WIRE	16,827.16

Reviewed By: 

Date: Apr 14, 2020