

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
REGULAR MEETING
October 28, 2021
4:00 PM

CALL TO ORDER AND ROLL CALL– Edmondson, 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.

This meeting will be held at 31315 Chaney Street, Lake Elsinore, CA 92530, however, remote public participation is encouraged. Members of the public may make comments in-person, virtually, or submit a Public Comment Request Form located at <https://www.evmwd.com/wesa-publiccomment> prior to the close of Public Comments. Please note, individuals have a limit of three (3) minutes to make comments and will have the opportunity when called upon by the presiding officer.

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 October 14, 2021
2. Payment Ratification

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

Participants who would like to join this meeting remotely can do so in one of the following ways:

For Online Participation:

Go to: www.zoom.us
Select Join a Meeting
Enter Meeting ID: 825 3808 3585
Meeting Password: 92530

For Call-in Only:

Call: (720) 707 2699
Enter Meeting ID: 825 3808 3585
Meeting Password: 92530

31315 Chaney Street, Lake Elsinore, CA
Board Room

10/21/21 3:19 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, OCTOBER 14, 2021
4:00 P.M.**

The Regular Meeting of the Board of Directors of Water Employee Services Authority was held at its principal offices at 31315 Chaney Street, Lake Elsinore, California with a remote public participation option (teleconference, through a call-in number clearly noted on the meeting Agenda) posted in accordance with the Brown Act.

Directors Present

Phil Williams, President
Darcy M. Burke, Vice President
Harvey R. Ryan
Andy Morris
Chance Edmondson

Staff Present

Greg Thomas, General Manager
Mike Maurer, General Counsel
Terese Quintanar, Secretary
Ganesh Krishnamurthy, Assistant General Manager – Eng. and Operations
Christy Gonzalez, Deputy Board Secretary/Executive Assistant
Susie Evans, Sr. Executive Assistant
Christina Ramirez, Executive Assistant
Margie Armstrong, Director of Strategic Programs
Jase Warner, Director of Operations
Jason Dafforn, Director of Engineering and Water Resources
Greg Morrison, Government Relations Officer
Jennifer Dancho, Director of Human Resources
Darryn Flexman, Interim Director of Information Technology
Tim Collie, Water Operations Manager
Parag Kalaria, Water Resources Manager
David Smith, Maintenance Manager
Scott Thompson, Accounting Manager
Matt Bates, Engineering Manager
Christina Henry, Community Relations Manager
Bonnie Woodrome, Community Affairs Supervisor
Kelia Jones, Engineering Project Coordinator
Jessie Arellano, Wastewater Operations Manager
Gerald Hannah, SCADA Specialist III
Wendy Martinez, Records Coordinator

Others Present

Jake Nieto, DPFPG
Public

CALL TO ORDER

The meeting was called to order by President Williams at 4:41 p.m.

APPROVAL OF AGENDA

A motion was made by Director Ryan, seconded by Vice President Burke, and carried unanimously to approve the Agenda as presented.

PUBLIC COMMENT

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

ITEM I. CONSENT CALENDAR

- A. Approval of:
 - 1. Minutes of the Regular Board Meeting of September 23, 2021
 - 2. Minutes of the Special Board Meeting of September 22, 2021
 - 3. Payment Ratification Report

A motion was made by Director Morris, seconded by Vice President Burke, and carried unanimously to:

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

ITEM III. REPORTS

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

ITEM IV. DIRECTOR’S COMMENTS AND REQUESTS

There were none.

ITEM V. CLOSED SESSION

The Board adjourned to Closed Session at 4:43 p.m., prior to considering action on Agenda Item II.A, to discuss:

- A. Public Employee Performance Evaluation
Title: General Manager
- B. CONFERENCE WITH LABOR NEGOTIATORS - Agency designated representatives: Michael J. Maurer, Asst. General Counsel and Jennifer Dancho, Director of Human Resources
Unrepresented employee: General Manager

The Board reconvened to open session at 5:41 p.m. Mr. Maurer reported there were no reportable actions from Closed Session Item V.A Public Employee Performance evaluation. Under Closed Session Item V.B Conference with Labor Negotiators, the direction was to make an offer to the General Manager, and that offer was accepted.

ITEM II. BUSINESS ITEMS

Minute Order 156

**A. Consider Amendment to the General Manager Employment Agreement
MO 156**

Mr. Maurer reported it was recommended an employment contract amendment be extended for a period of 5 years, an annual increase to base salary from \$250K to \$265K, an additional benefit to add a 401K supplemental retirement plan with specific terms and conditions, and an annual contribution of \$10,000 for year one, \$10,000 for year two, \$15,000 for year three, \$20,000 for year four, and \$25,000 for year five, totaling \$80,000 with this extension. Annual paid vacation was to also be increased to 20 days per year. This amendment was to be effective at the contract anniversary date of September 30, 2021.

A motion was made by Director Ryan, seconded by Vice President Burke, and carried unanimously to:

- 1. Approve the General Manager Contract Amendment and Direct Staff to Execute the Amendment.**

ITEM VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:45 p.m.

Phil Williams, 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



Payment Ratification Report

Cash Disbursements for 10/01/2021 through 10/14/2021

| Check or Reference # | Payment Date | Paid to Vendor | Payment Description | Pmt Type | Payment Amount |
|----------------------|--------------|----------------------------------|---|----------|----------------|
| ACH | | | | | |
| 2367 | 10/07/2021 | CIGNA HEALTH AND LIFE INSURANCE | MEDICAL COVERAGE - OCT 2021 | ACH | 77,586.89 |
| 2368 | 10/07/2021 | COMPLETE GYM SOLUTIONS LLC | EQUIPMENT RENTAL - OCT 2021 | ACH | 1,201.69 |
| 2369 | 10/07/2021 | EMPLOYEE ASSOCIATION | EMPLOYEE ASSOCIATION DUES | ACH | 1,674.00 |
| 2370 | 10/07/2021 | ISOLVED BENEFIT SERVICES | EE FSA MEDICAL | ACH | 3,423.22 |
| 2371 | 10/07/2021 | MANAGEMENT TEAM ASSOCIATION | MANAGEMENT TEAM ASSOCIATION DUES | ACH | 270.00 |
| 2372 | 10/07/2021 | US BANK | P CARD PURCHASES - SEPT 2021 | ACH | 14,462.05 |
| 2373 | 10/14/2021 | EMPLOYMENT SCREENING SERVICES | EMPLOYMENT SCREENING SERVICES | ACH | 291.00 |
| 2374 | 10/14/2021 | ISOLVED BENEFIT SERVICES | FBA MONTHLY ADMIN - SEPT 2021 | ACH | 217.25 |
| CHECKS | | | | | |
| 138455 | 10/07/2021 | ACWA JOINT POWERS INS AUTH | HEALTH/VISION COVERAGE - NOV 2021 | CHECK | 196,223.51 |
| 138456 | 10/07/2021 | AFLAC INSURANCE GROUP | AFLAC PRETAX GROUP INSURANCE | CHECK | 203.57 |
| 138457 | 10/07/2021 | AFLAC | AFLAC PRETAX GROUP INSURANCE | CHECK | 829.24 |
| 138458 | 10/07/2021 | EMPLOYMENT DEVELOPMENT DEPT | CONFIDENTIAL GARNISHMENT | CHECK | 118.48 |
| 138459 | 10/07/2021 | EMPLOYMENT DEVELOPMENT DEPT | CONFIDENTIAL GARNISHMENT | CHECK | 75.00 |
| 138460 | 10/07/2021 | GARCIA, ROSALINA | CONFIDENTIAL GARNISHMENT | CHECK | 1,283.06 |
| 138461 | 10/07/2021 | LEGALSHIELD | PRE PAID LEGAL SERVICE | CHECK | 26.68 |
| 138462 | 10/07/2021 | LINCOLN NATL LIFE INS COMP | VOLUNTARY LIFE INSURANCE | CHECK | 1,384.92 |
| 138463 | 10/07/2021 | NATIONWIDE | 457 CONTRIBUTION | CHECK | 2,816.46 |
| 138464 | 10/07/2021 | ROGERS, ANDERSON, MALODY & SCOTT | FISCAL YEAR END JUNE 30, 2021 - AUDIT PROGRESS BILLING | CHECK | 650.00 |
| 138465 | 10/07/2021 | STATE DISBURSEMENT UNIT | CONFIDENTIAL GARNISHMENT | CHECK | 197.53 |
| 138466 | 10/07/2021 | STATE DISBURSEMENT UNIT | CONFIDENTIAL GARNISHMENT | CHECK | 222.00 |
| 138467 | 10/07/2021 | STATE DISBURSEMENT UNIT | CONFIDENTIAL GARNISHMENT | CHECK | 222.11 |
| 138468 | 10/07/2021 | STATE DISBURSEMENT UNIT | CONFIDENTIAL GARNISHMENT | CHECK | 111.69 |
| 138469 | 10/07/2021 | STATE DISBURSEMENT UNIT | CONFIDENTIAL GARNISHMENT | CHECK | 110.76 |
| 138470 | 10/07/2021 | TX CHILD SUPPORT SDU | CONFIDENTIAL GARNISHMENT | CHECK | 287.54 |
| 138471 | 10/07/2021 | VANTAGEPOINT TRANSFER AGENTS | RHS CONTRIBUTIONS - EA PPE 10/01/2021 | CHECK | 2,423.40 |
| 138472 | 10/07/2021 | VANTAGEPOINT TRANSFER AGENTS | RHS CONTRIBUTIONS - MTA PPE 10/01/2021 | CHECK | 2,017.02 |
| 138473 | 10/07/2021 | LINCOLN FINANCIAL GROUP | 457 CONTRIBUTION | CHECK | 625.00 |
| 138474 | 10/14/2021 | ACWA JOINT POWERS INS AUTH | AUTO & GENERAL LIABILITY ANNUAL PROGRAM 10/01/21-10/01/22 | CHECK | 271,908.00 |
| 138475 | 10/14/2021 | ACWA JOINT POWERS INS AUTH | WORKER'S COMP PREMIUM 07/01/21 - 09/30/21 | CHECK | 76,425.13 |
| 138476 | 10/14/2021 | ELSINORE VALLEY MWD | HR RENT - OCT 2021 | CHECK | 532.00 |
| 138477 | 10/14/2021 | LINCOLN NATL LIFE INS COMP | LIFE/AD&D/LTD INSURANCE - OCT 2021 | CHECK | 10,481.52 |
| 138478 | 10/14/2021 | OATES, DAVID E | BOOT PURCHASE | CHECK | 179.42 |

Payment Ratification Report

Cash Disbursements for 10/01/2021 through 10/14/2021

| Check or Reference # | Payment Date | Paid to Vendor | Payment Description | Pmt Type | Payment Amount |
|--------------------------------|--------------|----------------------------------|--|----------|----------------|
| WIRE TRANSFERS | | | | | |
| 0598154144 | 10/06/2021 | CALIF STATE TAXES | PAYROLL TAXES - PAY PERIOD 2021-10-01 | WIRE | 23,704.67 |
| 05981541442 | 10/06/2021 | CALIF SDI TAXES | PAYROLL TAXES - PAY PERIOD 2021-10-01 | WIRE | 6,221.92 |
| 100016554561 | 10/07/2021 | CALPERS RETIREMENT CONTRIBUTIONS | PERS CONTRIBUTIONS - PAY PERIOD 2021-10-01 | WIRE | 109,165.63 |
| 1000165545612 | 10/07/2021 | CALPERS SURVIVOR - EMPLOYEE | PERS CONTRIBUTIONS - PAY PERIOD 2021-10-01 | WIRE | 147.87 |
| 100016574866 | 10/06/2021 | CALPERS 457 CONTRIBUTIONS | PERS 457 CONTRIBUTIONS - PAY PERIOD 2021-10-01 | WIRE | 22,476.59 |
| 60981 | 10/06/2021 | FEDERAL TAX PAYMENTS | PAYROLL TAXES - PAY PERIOD 2021-10-01 | WIRE | 58,630.17 |
| 609812 | 10/06/2021 | FICA WITHHELD | PAYROLL TAXES - PAY PERIOD 2021-10-01 | WIRE | 17,497.28 |
| VIRTUAL PAYMENT PROGRAM | | | | | |
| 148 | 10/07/2021 | BOOT BARN INC. | BOOTS | VIRTUAL | 215.31 |
| 149 | 10/07/2021 | CINTAS CORPORATION | UNIFORM JACKET | VIRTUAL | 152.70 |
| 150 | 10/14/2021 | CINTAS CORPORATION | UNIFORMS | VIRTUAL | 1,945.60 |

Reviewed By: 

Date: 10/19/2021