

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
SPECIAL MEETING
November 9, 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 28, 2021
2. Payment Ratification Report
3. Adoption of a Resolution Making Findings and Determinations Under AB 361 for Continued Virtual Meetings

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: 891 6855 9830
Meeting Password: 92530

For Call-in Only:

Call: (720) 707-2699
Enter Meeting ID: 891 6855 9830
Meeting Password: 92530

31315 Chaney Street, Lake Elsinore, CA
Board Room

11/4/21 10:08 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, OCTOBER 28, 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
Andy Morris
Chance Edmondson

Directors Absent

Darcy M. Burke, Vice President
Harvey R. Ryan

Staff Present

Greg Thomas, General Manager
Steve Anderson, General Counsel
Ganesh Krishnamurthy, Assistant General Manager – Eng. and Operations
Bob Hartwig, Treasurer
Terese Quintanar, Secretary
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
Nelson Nuezca, Principal Engineer – Capital Projects
Jorge Chavez, Management Analyst

Others Present

Stephanie Smith, Best Best & Krieger, LLP

Public

CALL TO ORDER

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

APPROVAL OF AGENDA

A motion was made by Director Morris, seconded by Director Edmondson, 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 October 14, 2021
2. Payment Ratification Report

A motion was made by Director Morris, seconded by Director Edmondson, 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

Mr. Anderson had nothing to report.

ITEM III. DIRECTOR'S COMMENTS AND REQUESTS

There were none.

ITEM IV. ADJOURNMENT

Steve Anderson shared some of the great accomplishments of Art Littleworth, who recently passed. He leaves a legacy of high-stake community involvement on both the federal and civil side, across the County and United States.

There being no further business, the meeting was adjourned in honor of Mr. Littleworth at 4:08 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

DRAFT

Payment Ratification Report


Cash Disbursements for 10/15/2021 through 10/28/2021

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Pmt Type	Payment Amount
ACH					
2375	10/21/2021	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOCIATION DUES	ACH	1,674.00
2376	10/21/2021	ISOLVED BENEFIT SERVICES	EE FSA MEDICAL	ACH	3,423.22
2377	10/21/2021	MANAGEMENT TEAM ASSOCIATION	MANAGEMENT TEAM ASSOCIATION DUES	ACH	270.00
2378	10/21/2021	US BANK	VIRTUAL PAYMENT PROGRAM - OCT 2021	ACH	7,654.35
2379	10/28/2021	EMPLOYMENT SCREENING SERVICES	EMPLOYMENT SCREENING SERVICES	ACH	20.00
CHECKS					
138480	10/21/2021	AFLAC INSURANCE GROUP	AFLAC PRETAX GROUP INSURANCE	CHECK	203.57
138481	10/21/2021	AFLAC	AFLAC PRETAX GROUP INSURANCE	CHECK	829.24
138482	10/21/2021	CYPRESS DENTAL ADMINISTRATORS	DENTAL COVERAGE - NOV 2021	CHECK	19,986.40
138483	10/21/2021	DELONG, ZAKARY	CERTIFICATION REIMBURSEMENT	CHECK	195.00
138484	10/21/2021	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	CHECK	308.86
138485	10/21/2021	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	CHECK	272.53
138486	10/21/2021	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	CHECK	75.00
138487	10/21/2021	GARCIA, ROSALINA	CONFIDENTIAL GARNISHMENT	CHECK	885.93
138488	10/21/2021	LEGALSHIELD	PRE PAID LEGAL SERVICE	CHECK	26.68
138489	10/21/2021	LINCOLN FINANCIAL GROUP	457 CONTRIBUTION	CHECK	625.00
138490	10/21/2021	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE	CHECK	1,384.92
138491	10/21/2021	MACGILL, JASON	COMPUTER LOAN	CHECK	969.74
138492	10/21/2021	MUNSON, HALEY	TRAVEL REIMBURSEMENT	CHECK	185.96
138493	10/21/2021	NATIONWIDE	457 CONTRIBUTION	CHECK	2,816.46
138494	10/21/2021	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	197.53
138495	10/21/2021	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	222.00
138496	10/21/2021	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	222.11
138497	10/21/2021	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	111.69
138498	10/21/2021	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	110.76
138499	10/21/2021	TX CHILD SUPPORT SDU	CONFIDENTIAL GARNISHMENT	CHECK	287.54
138500	10/21/2021	VANTAGEPOINT TRANSFER AGENTS	RHS CONTRIBUTIONS - EA PPE 2021-10-15	CHECK	2,423.40
138501	10/21/2021	VANTAGEPOINT TRANSFER AGENTS	RHS CONTRIBUTIONS - MTA PPE 2021-10-15	CHECK	2,017.02
138502	10/28/2021	AGUIRRE, JENNIFER	CERTIFICATION REIMBURSEMENT	CHECK	365.00
138503	10/28/2021	BACHINSKI, CHRISTINA	COMPUTER LOAN	CHECK	1,747.46
138504	10/28/2021	MONJARAS & WISMEYER GROUP INC	ESSENTIAL FUNCTIONS JOB ANALYSIS	CHECK	5,150.00
138505	10/28/2021	SALHANI, MOWAFA	COMPUTER LOAN	CHECK	2,082.10
138506	10/28/2021	SORIA, MARTIN	CERTIFICATION REIMBURSEMENT	CHECK	250.00

Payment Ratification Report

Cash Disbursements for 10/15/2021 through 10/28/2021

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Pmt Type	Payment Amount
WIRE TRANSFERS					
02057	10/20/2021	FEDERAL TAX PAYMENTS	PAYROLL TAXES - PAY PERIOD 2021-10-15	WIRE	57,833.44
020572	10/20/2021	FICA WITHHELD	PAYROLL TAXES - PAY PERIOD 2021-10-15	WIRE	17,514.05
100016554584	10/22/2021	CALPERS RETIREMENT CONTRIBUTIONS	PERS CONTRIBUTIONS - PAY PERIOD 2021-10-15	WIRE	110,465.07
1000165545842	10/22/2021	CALPERS SURVIVOR - EMPLOYEE	PERS CONTRIBUTIONS - PAY PERIOD 2021-10-15	WIRE	148.80
100016595989	10/22/2021	CALPERS 457 CONTRIBUTIONS	PERS 457 CONTRIBUTIONS - PAY PERIOD 2021-10-15	WIRE	23,043.02
1250158496	10/20/2021	CALIF STATE TAXES	PAYROLL TAXES - PAY PERIOD 2021-10-15	WIRE	23,612.09
12501584962	10/20/2021	CALIF SDI TAXES	PAYROLL TAXES - PAY PERIOD 2021-10-15	WIRE	5,989.89
65238	10/26/2021	FEDERAL TAX PAYMENTS	PAYROLL TAXES - PAY PERIOD 2021-07-06 PAID JULY 2021	WIRE	1,279.37
652382	10/26/2021	FICA WITHHELD	PAYROLL TAXES - PAY PERIOD 2021-07-06 PAID JULY 2021	WIRE	487.44
65239	10/26/2021	CALIF SDI TAXES	PAYROLL TAXES - PAY PERIOD 2021-07-06 PAID JULY 2021	WIRE	127.12
652392	10/26/2021	CALIF STATE TAXES	PAYROLL TAXES - PAY PERIOD 2021-07-06 PAID JULY 2021	WIRE	514.06
VIRTUAL PAYMENT PROGRAM					
151	10/21/2021	CINTAS CORPORATION	UNIFORMS	VIRTUAL	954.50
152	10/28/2021	BOOT BARN INC.	BOOT PURCHASE	VIRTUAL	215.31
153	10/28/2021	CINTAS CORPORATION	UNIFORMS	VIRTUAL	1,045.92

Reviewed By: 

Date: 11/2/2021

DATE: November 9, 2021

TO: Board of Directors

FROM: General Manager

SUBJECT: ADOPTION OF A RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER AB 361 FOR CONTINUED VIRTUAL MEETINGS

BACKGROUND

The Ralph M. Brown Act (Gov. Code § 54950 *et seq.*) generally requires local agencies meeting via teleconference, including through other virtual or electronic means, to provide public access at each location in which members of the legislative body are teleconferencing. The Legislature recently enacted Assembly Bill 361 (AB 361), which amended Government Code section 54953 to allow local agencies to meet fully virtually during a proclaimed state of emergency if state or local officials have imposed or recommended measures to promote social distancing. Governor Newsom has issued a proclamation declaring a state of emergency due to the COVID-19 pandemic, pursuant to section 8625 of the California Emergency Services Act.

Board of Directors of the Water Employee Services Authority (WESA) has reconsidered the circumstances of the state of emergency and in light of state or local officials' continued recommendations to promote social distancing, desires to continue the option to have its Board Meetings held virtually, pursuant to AB 361 and Government Code section 54953(e). The attached resolution being presented for the Board's consideration declares findings and determinations under AB 361 for continued virtual meetings. If necessary, the Board can renew the resolution every 30 days.

RECOMMENDATION

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

1. Adopt a Resolution Making Findings and Determinations Under AB 361 for Continued Virtual Meetings

ENVIRONMENTAL WORK STATUS

Not applicable.

FISCAL IMPACT

There is no fiscal impact.

Originated by: Terese Quintanar – Administration

Reviewed by: Christy Gonzalez – Administration

Attachments:

Resolution

RESOLUTION 2021-02

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE WATER EMPLOYEE SERVICES AUTHORITY MAKING
FINDINGS AND DETERMINATIONS
UNDER AB 361 FOR CONTINUED VIRTUAL MEETINGS

WHEREAS, the Ralph M. Brown Act (Gov. Code § 54950 *et seq.*) generally requires local agencies meeting via teleconference, including through other virtual or electronic means, to provide public access at each location in which members of the legislative body are teleconferencing; and

WHEREAS, the Legislature recently enacted Assembly Bill 361 (AB 361), which amended Government Code section 54953 to allow local agencies to meet fully virtually during a proclaimed state of emergency if state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, the Board of Directors finds that the Governor issued a proclamation declaring a state of emergency on March 4, 2020 due to the COVID-19 pandemic, pursuant to section 8625 of the California Emergency Services Act; and

WHEREAS, the Board of Directors of the Water Employee Services Authority has reconsidered the circumstances of the state of emergency and finds that state or local officials continue to recommend measures to promote social distancing; and

WHEREAS, the Board of Directors desires to continue to hold virtual meetings pursuant to AB 361 and Government Code section 54953(e).

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the Water Employee Services Authority as follows:

1. The above recitals are true and correct and shall be the findings of the Water Employee Services Authority Board of Directors.
2. The Board of Directors shall be authorized to continue to meet virtually in accordance with Government Code section 54953(e) and without compliance with section 54953(b)(3).
3. This Resolution does not prevent or prohibit the Water Employee Services Authority from holding hybrid meetings (containing both virtual and in-person components) or from meeting in-person, provided such meetings comply with AB 361 and with all state and local health orders. The Water Employee Services Authority shall comply with all rules established by the Board of Directors and/or the General Manager for attendance at meetings.
4. The Board of Directors shall take action to renew this Resolution every thirty days for as long as any state or local officials continue to recommend any

measures to promote social distancing, but the Board of Directors may terminate the Resolution at any time. In the event that more than 30 days pass between regular Board meetings, the Board of Directors shall take action to renew this Resolution prior to taking any action or engaging in any deliberation or discussion in a virtual meeting; renewal of this Resolution may occur either at the beginning of the next regular meeting or at a special meeting called for such purposes. In the event this Resolution has lapsed, and the Board of Directors has not terminated it, any commission, committee or other Brown Act board of the Water Employee Services Authority shall be authorized to, and shall, make any required findings in order to meet virtually under AB 361.

APPROVED, ADOPTED AND SIGNED this 9th day of November, 2021.

Phil Williams, President of the Board of
Directors of the Water Employee Services
Authority

ATTEST:

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