

**DUBLIN SAN RAMON SERVICES DISTRICT
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

October 3, 2017

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6 p.m. by President Richard Halket.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Richard M. Halket, Vice President Georgean M. Vonheeder-Leopold, Director D.L. (Pat) Howard, Director Edward R. Duarte, and Director Madelyne (Maddi) A. Misheloff.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Doug Coty, Assistant General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

President Halket reported that a Special Board Meeting was held shortly before this Regular Meeting of the Board of Directors of Dublin San Ramon Services District. Pursuant to Government Code section 54952.3, no Director will receive any compensation or stipend for participating in more than one meeting on this date, and as further specified in DSRSD Policy P100-16-2, Day of Service.

General Manager McIntyre reported on several updates stemming from recent Zone 7 Water Agency (Zone) meetings. He reported that the Zone updated its strategic plan in mid-August and it includes language on pursuing alternative water supply resources. He will provide copies of the Zone's plan to the Board for their review. The Zone's Board also approved a resolution supporting the California WaterFix. Mr. McIntyre spoke at that meeting offering comments that given the uncertainty of all water supply projects, agencies should keep all reliability options open and bolster consensus and support from the Tri-Valley agencies. Due to some misinterpretation of his comments in an article by The Independent, staff has submitted corrections to the publication. The Zone also held a special meeting today which included a closed session to discuss General Manager Jill Duerig's upcoming retirement. Lastly, he reported that DSRSD will participate in the nationwide *Imagine a Day Without Water* campaign on Thursday October 12, and is using social media, the District Office lobby show video, and an Op-ed done in collaboration with Central Contra Costa Sanitation District and Contra Costa Water District for local newspapers on that event.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:05 p.m. No public comment was received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre reported on the following:

- The Zone 7 Water Agency and the Department of Water Resources are holding a joint event Wednesday, October 4 at 2 p.m. at Lake Del Valle to celebrate Zone 7's 60th anniversary, and Lake Del Valle's 50th anniversary.
 - The District is hosting a tour of water facilities followed by a luncheon for local officials Wednesday October 11 during Water Professionals Appreciation Week.
- Correspondence to and from the Board on an Item not on the Agenda - None
- B. Joint Powers Authority and Committee Reports - None
- C. Agenda Management (consider order of items) – No changes were made.
7. APPROVAL OF MINUTES – Regular Meeting of September 19, 2017
- Director Misheloff MOVED for the approval of the September 19, 2017 minutes. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.
8. CONSENT CALENDAR – None
9. BOARD BUSINESS
- A. Approve New Electrician I/II Job Description and Abolish Electrician Classification
- Administrative Services Manager Atwood reviewed the item for the Board.
- Vice President Vonheeder-Leopold MOVED to adopt Resolution No. 48-17, to Adopt the New Job Description and Salary Range for the Electrician I/II and Abolish the Electrician Classification. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.
- B. Receive a Presentation Regarding “Tri-Valley Water 101” and Discuss
- Community Affairs Supervisor Sue Stephenson reviewed the item for the Board. She went through the draft PowerPoint presentation that DSRSD and other agencies will present to outside audiences. She asked the Board to provide feedback in order to make improvements to the presentation before it is finalized for public presentations.
- The Board provided Ms. Stephenson with feedback regarding content on various slides throughout the proposed presentation, and suggested the final product be condensed to approximately 25 slides, rather than 40 plus, for a more effective viewer experience. The Board and staff also discussed effective speaker preparations, and considered appropriate target audiences. The Board thanked Ms. Stephenson and wished her and the agency speakers good luck with this effort.
10. BOARDMEMBER ITEMS
- Director Duarte submitted a written report to Executive Services Supervisor Genzale. He reported that he attended the California Special Districts Association (CSDA) annual conference September 25-28 in Monterey. He summarized the activities and discussions at the meeting. He also reported he will be unable to attend the next Board meeting due to being out of town.

Vice President Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported she attended the California Association of Sanitation Agencies Board Strategic Planning Session September 10-12 in Lafayette, and the CSDA annual conference September 25-28 in Monterey. She summarized the activities and discussions at the meetings.

Both Vice President Vonheeder-Leopold and Director Duarte cited the importance of agencies establishing a social media policy, as conveyed at the CSDA conference. Staff confirmed DSRSD has such a policy and it will be reviewed for possible updates.

Director Howard reported that after many decades, his home in Tahoe finally has a water meter.

President Halket reported that the Dublin Sister City Association will host its free annual fall BBQ event on Friday October 13 from 6 p.m. to 9 p.m., and advised Boardmembers to contact him if they wished to attend.

11. CLOSED SESSION

At 6:53 p.m. the Board went into Closed Session. President Halket announced that Assistant General Counsel Doug Coty will attend in place of General Counsel Carl Nelson.

A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6
Agency Negotiators: Dan McIntyre, General Manager

Carol Atwood, Administrative Services Manager

Michelle Gallardo, Human Resources and Risk Supervisor

Employee Organizations: 1. Stationary Engineers, Local 39
2. Mid-Management Employees' Bargaining Unit
3. Professional Employees' Bargaining Unit
4. Confidential Employees' Bargaining Unit

Additional Attendee: Carl P.A. Nelson, General Counsel

B. Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6
Agency Negotiator: Dan McIntyre, General Manager

Unrepresented Employees: 1. Administrative Services Manager

2. Engineering Services Manager

3. Operations Manager

Additional Attendee: Carl P.A. Nelson, General Counsel

12. REPORT FROM CLOSED SESSION

At 7:31 p.m. the Board came out of Closed Session. President Halket announced that there was no reportable action.

13. ADJOURNMENT

President Halket adjourned the meeting at 7:32 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor