

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

August 6, 2024

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting: Vice President Arun Goel, Director Richard M. Halket, Director Dinesh Govindarao, and Director Georgean M. Vonheeder-Leopold.

President Ann Marie Johnson was absent.

District staff present: Jan Lee, General Manager/Treasurer, Samantha Koehler, Human Resources and Risk Manager; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. New Employee Introductions

Christopher Cosmi, Utility Billing & Customer Services Field Technician II

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:03 p.m. No public comment was received.

6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – No changes were made.

7. CONSENT CALENDAR

Vice President Goel requested the Board consider Item 7.A. separately since he was absent from the July 16 Board meeting. The Board agreed to take Item 7.A. separately and took Consent Calendar Items 7.B. through 7.G. and passed these first.

Director Vonheeder-Leopold MOVED for approval of Items 7.B. through 7.G. on the Consent Calendar. Director Govindarao SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Johnson).

Director Vonheeder-Leopold MOVED for approval of Item 7.A. on the Consent Calendar. Director Govindarao SECONDED the MOTION, which CARRIED with THREE AYES, ONE ABSTENTION (Goel), and ONE ABSENT (Johnson).

7.A. Approve Regular Meeting Minutes of July 16, 2024 – Approved

7.B. Accept Regular and Recurring Reports: Treasurer's Report, Outstanding Receivables Report, and Employee Reimbursements Greater than \$100 – Approved

- 7.C. Authorize Amendment to Temporary Employment Services Agreement with Barrett Business Services, Inc. – Approved
- 7.D. Approve New Job Classification and Salary Range for Finance Director – Approved – Resolution No. 27-24
- 7.E. Approve Resolution for Terms and Conditions, Salary, and Benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees, and Unrepresented Senior Management Employees and Rescinding Resolution No. 62-22 – Approved – Resolution No. 28-24
- 7.F. Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule and Rescinding Resolution No. 14-24 – Approved – Resolution No. 29-24
- 7.G. Approve Health Insurance Maximum Contribution for Calendar Year 2025 for Stationary Engineers, Local 39; International Federation of Professional and Technical Employees, Local 21; Mid-Management Employees’ Bargaining Unit; Unrepresented Employees; and General Manager – Approved – Resolution No. 30-24

Director Govindarao inquired about the fiscal impact of the increased health insurance contributions. Human Resources and Risk Manager Koehler confirmed the estimated cost of \$3.3 million dollars is already accounted for in the adopted operating budget for fiscal year ending 2025.

8. BOARD BUSINESS

- 8.A. Approve Health Insurance Maximum Contribution for Calendar Year 2025 for Board of Directors

Director Vonheeder-Leopold stated, “I am recusing myself from any participation in any discussions, decisions, or voting on the Health Insurance Maximum Contribution for Calendar Year 2025 for Board of Directors, Item 8.A., because I receive health benefits as a retired Boardmember of Dublin San Ramon Services District.”

Director Vonheeder-Leopold departed the meeting at 6:07 p.m. before discussion of Item 8.A.

Human Resources and Risk Manager Koehler reviewed the item for the Board.

General Counsel Coty stated that Director Vonheeder-Leopold has recused herself due to receiving lifetime retiree medical benefits which were offered at the time she retired from a previous term on the Board. He clarified that current Boardmembers receiving medical benefits do not have a conflict in this regard and are not subject to recusal.

Director Halket MOVED to approve Resolution No. 31-24, Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants under the Public Employees’ Medical and Hospital Care Act for Board of Directors. Director Govindarao SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Johnson and Vonheeder-Leopold).

Director Vonheeder-Leopold returned to the meeting at 6:12 p.m. after discussion of Item 8.A.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports – None

9.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors

Director Halket submitted a written report to Executive Services Supervisor/District Secretary Genzale. He reported that he attended the California Association of Sanitation Agencies (CASA) Annual Conference July 31–August 2 in Monterey. He summarized the activities and discussions at the meeting.

Director Vonheeder-Leopold submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she also attended the CASA conference. She summarized the activities and discussions at the meeting.

9.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

9.B. Staff Reports

General Manager Lee reported on the following items:

- A special DERWA Board meeting will be held on Monday, August 12, at 6 p.m.
- A LAVWMA Board meeting will be held on Wednesday, August 21, at 6 p.m.
- The Tri-Valley Annual Mayors' Summit will be held on Thursday, August 22, at 10:30 a.m. in Danville.

10. NOT HELD – CLOSED SESSION

10.A. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6

Agency Negotiator: Jan Lee, General Manager

Employee Organization: Unrepresented Senior Managers

Additional Attendees: Douglas E. Coty, General Counsel

Samantha Koehler, Human Resources & Risk Manager

11. NOT HELD – REPORT FROM CLOSED SESSION

12. ADJOURNMENT

Vice President Goel adjourned the meeting at 6:20 p.m.

Submitted by,

Nicole Genzale, CMC

Executive Services Supervisor/District Secretary