



BIGHORN-DESERT VIEW WATER AGENCY

"To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."

Finance/Public Relations/Education and Personnel Standing Committee Meeting Minutes

Committee Members: Director McBride & Director McKenzie

**BOARD MEETING OFFICE
1720 N. CHEROKEE TR.
LANDERS, CALIFORNIA 92284**

**September 16, 2020
Time – 4:00 P.M.**

**PUBLIC AND BOARD WISHING TO PARTICIPATE REMOTELY
TELECONFERENCE LINE THRU ZOOM 669-900-6833
<https://us02web.zoom.us/j/84515095244?pwd=ZmZRYmdYSVpEaHJULORkZU6MEFvQT09>
Passcode: 140043
Or Dial:
US: 1-669-900-6833
Webinar ID: 845 1509 5244
Passcode: 140043**

Please note that all requirements of the Brown Act requiring the physical presence of the board or staff have been waived per Executive Order N-29-20

CALL TO ORDER

Chairman McBride called the meeting to order at 4:09 pm. Chairman McBride read the introductory statement referring to the Governor’s Executive Order N-25-20.

PLEDGE OF ALLEGIANCE

Led by Marina West

ROLL CALL

Directors Present: Chairman McBride
Director McKenzie

Staff Present: Marina West

Public Present: 0 member(s) of the public indicated they were participating via teleconference. 0 member of the public were present in the meeting room.

APPROVAL OF AGENDA

Chairman McBride and Director McKenzie approved the Agenda as presented.

Discussion and Action Items

1. Review Proposed Changes to Employee Handbook Language Regarding Overtime Rate of Pay During Stand-by and Requirement for Response Time to Return to Work During Stand-by

GM West gave the staff report noting she recently became aware of the issue in a discussion with another water agency that had conducted a legal review of its pay practices. Basically, the Agency is obligated to pay an additional amount for overtime worked while an employee is on standby. The Committee was provided language to consider for inclusion in the next update to the Employee Manual. GM West intends to implement this pay type as soon as changes are made to the payroll software to accommodate the pay type.

GM West also discussed the difficulty with some employees getting back to work within the prescribed 45 minute time frame. GM West recommended a 60-minute timeframe. Director McKenzie wondered about setting a mileage distance rather than a time limit. Ultimately all agreed to modify the requirement to be a 45-minute commute from the Agency boundary not the office.

No Public Comment.

2. Agency Water Rate and Capacity Fee Study Update

GM West reported to the Committee that the rate and capacity fee study is underway. Staff has provided the requested information for input into the financial model. Two meetings have been held to discuss preliminary results and staff has since completed an update of the projections for future capital improvements and high-cost replacement/refurbishment projects (those funded outside the general fund for maintenance and operations). The rate study consultant, NBS, is ready to update the Committee on their progress in the next month. To that end, GM West asked the Committee members if they could attend a special Finance Committee meeting on October 21, 2020.

No Public Comment.

3. Consent Items – The following items are expected to be routine and non-controversial and will be acted on by the Board at one time without discussion, unless a member of the Public or member of the Board requests that the item be held for discussion or further action.

a. FPREP Committee Meeting Minutes July 15, 2020

Recommended Action:

Approve as presented (Items a):

No Public comment.

Committee members approved the minutes as presented.

4. Public Comment Period

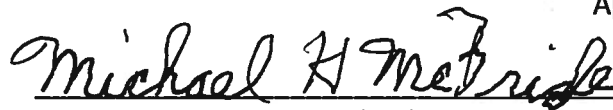
No Public comment.

5. Verbal Reports - Including Reports on Courses/Conferences/Meetings.

1. Committee Members' Comments/Reports – No reports from Committee members.
2. General Manager's Report – GM West showed the interest earnings statement from PARS for the month ending July 2020 (first full month in PARS 115 Pension Stabilization Trust).

6. Adjournment - Chairman McBride adjourned the meeting at 4:49 pm.

Approved by:



Michael McBride, Committee Chair



Official Seal