

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF November 1, 2018
1:30 p.m.

President Corneille called the meeting of the Board of Directors to order at 1:36 p.m. All present stood for the Pledge of Allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President
David E. Raley, Director
T. Milford Harrison, Director
Melody McDonald, Vice President (Departure: 2:32 p.m.)

BOARD MEMBERS ABSENT:

John Longville, Director

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager
Jeff Beehler, Land Resources Manager
Athena Monge, Administrative Services Specialist

GUESTS PRESENT:

Cynthia McGuigan, Steps 4 Life Community Services
Georg Krammer, Koff & Associates
Kelly Basoco, Koff & Associates

1. PUBLIC PARTICIPATION

President Corneille announced that any persons present, who so desired, may make an oral presentation to the Board of Directors. Hearing none, the meeting continued with published agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the posted agenda.

3. COMMITTEE REPORTS/ACTION ITEMS

A. COMPENSATION AND CLASSIFICATION STUDY

Georg Krammar of Koff & Associates presented a PowerPoint presentation on the Compensation and Classification Study. He reviewed the main factors included in identifying comparator agencies. Mr. Krammar presented a list of the thirteen recommended comparator agencies. Director Raley asked why private companies were not included as comparable

agencies. Mr. Krammar stated that including private sector companies with public agencies creates many issues. Primarily, private sector agencies are not usually willing to share their data, and their salary and benefit structures are very different from public agencies. President Corneille asked how some of the comparator agencies' union representation impacts the study. Mr. Krammar indicated that the only real difference is that they have a memorandum of understanding which lays out the benefits and salary, but because most public agencies have represented employees it does not impact the study results.

President Corneille advocated for including Inland Empire Resource Conservation District (IERCD) as a comparator agency and/or another land resource management agency. Mr. Cozad said while IERCD have similar and complimentary services they do not have any positions in common with the District. He noted that the study attempts to find four similar positions within the comparator agencies. Discussion ensued regarding comparator agencies. Mr. Krammar expressed concern over selecting a comparator agency by focusing on one particular position indicating that the data sample will be much smaller. Mr. Cozad said that based on the Board's concerns regarding the Land Resource Management position; the only likely comparable agency with that position would be the County of Riverside due to its multispecies habitat mitigation plan. After discussion it was the consensus of the Board to exclude retailer West Valley Water District and add the County of Riverside to the recommended comparator agency list. Mr. Krammar said that Phase I is the Classification Study with the Compensation Study as Phase II. Mr. Cozad said that, due to the holidays, a draft study would not be ready until February 2019. President Corneille explained that the Board would require the draft study a week before the meeting to allow ample time to review it. The Board thanked Koff & Associates for the detailed presentation.

B. MEMORANDUM OF UNDERSTANDING, STEPS 4 LIFE COMMUNITY SERVICES

President Corneille introduced this item for discussion. Cynthia McGuigan founder of Steps 4 Life Community Services (Steps 4 Life) discussed her organization. The organization began in 2011 and since its inception it has grown to five transitional living homes. Ms. McGuigan stated that her organization houses everyone but the program is very structured and is currently home to clients from ages 18 to 72 as well as a women's and children's home. She described in detail the Steps 4 Life program and operation. Ms. McGuigan said that the plan for the Mentone House is for it to be a men's home. Vice President McDonald asked if there was a waiting list. Ms. McGuigan said that there is a waiting list for the women and children's home. President Corneille expressed his support of the Memorandum of Understanding with Steps 4 Life. He said that he toured two of the homes and was impressed with how well managed they were. Mr. Cozad said that Steps 4 Life will be taking over the landscaping maintenance of the Mentone House and provide staff training on how to interact with the homeless and support development of the homelessness plan. The Board expressed their appreciation for the Steps 4 Life organization and program.

It was moved by Director Raley and seconded by Director Harrison to approve the Memorandum of Understanding with Steps 4 Life Community Services. The motion carried 4-0 with all Directors present voting in the affirmative and Director Longville noted absent from the vote.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Absent**

Director Raley: Yes
Director Harrison: Yes

4. CLOSED SESSION

It was moved Vice President McDonald and seconded by President Corneille to adjourn to Closed Session. The motion carried 4-0 with all Directors present voting in the affirmative and Director Longville noted absent from the vote.

President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Absent
Director Raley: Yes
Director Harrison: Yes

General Counsel announced that the meeting would adjourn to closed session under the posted agenda items.

At 3:30 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted that there was no reportable action.

5. ADJOURN MEETING

It was moved by President Corneille and seconded by Director Harrison to adjourn. The motion carried 3-0 with all Directors present voting in the affirmative and Vice President McDonald and Director Longville noted absent from the vote.

President Corneille: Yes
Vice President McDonald: Absent
Director Longville: Yes
Director Raley: Absent
Director Harrison: Yes

At 3:31 p.m., the meeting was adjourned to the Board of Directors Meeting scheduled for 1:30 p.m. November 14, 2018, at District Headquarters, 1630 W. Redlands Blvd., Redlands, Calif.



Daniel E. Cozad
General Manager