

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
SUCCESSION AND TRANSITION PLANNING WORKSHOP

MINUTES OF October 6, 2021
1:30 P.M.

President McDonald called the Succession and Transition Planning Workshop to order at 1:32 p.m.

BOARD MEMBERS PRESENT:

Melody McDonald, President
Richard Corneille, Vice President
David E. Raley, Director
Robert Stewart, Director
John Longville, Director

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, District Counsel

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Lokelani, Administrative Specialist
Angie Quiroga, Administrative Analyst

GUESTS PRESENT:

T. Milford Harrison, San Bernardino Valley Municipal Water District
Cindy Saks, San Bernardino Valley Municipal Water District
David Smith, East Valley Water District

1. PUBLIC COMMENT

There was no public comment.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the posted agenda.

3. DISCUSSION ITEMS

A. SUCCESSION AND TRANSITION PLAN

Daniel Cozad reviewed the progress of the Ad Hoc Succession and Transition Committee that was created with Director Stewart and Longville as members. The Committee met on August 18. The

Committee discussed the materials presented and requested additional information, including budget impacts of the potential transitions. Proceeding with the presentation, the existing org chart was reviewed compared to a potential 2022 org chart. Red boxes are shown around transition positions to be discussed. Mr. Cozad reviewed the pros and cons of internal promotion versus external recruitment.

President McDonald reviewed historical practices of recruitment used by the District. Mr. Cozad discussed the Transition and Succession Matrix 2021-2022 from the District's succession plan. The Field Supervisor is estimated to retire in two to three years. The General Manager will retire in 2022, and the Senior Engineer/Project Manager will retire to a part-time position in 2022. Director Stewart discussed FY 2022-2025 org chart with the anticipated transitional changes. He indicated that upon reviewing this chart at the Committee level, he believed a full Board Workshop was appropriate. The engineering positions were discussed. Director Stewart noted that there is a generational gap, and fewer engineers are working their way up through the ranks.

External recruitment was discussed. Vice President Corneille discussed the General Manager position and previous outside recruitment practices. President McDonald indicated that today's workshop is an update on what occurred at the Committee level and for the Board to review and discuss, and no decisions are agendized. Mr. Cozad reviewed estimated 2022 budget impacts related to the transitions and potential new positions. He also reviewed the Committee's recommendations to the Board. Director Raley expressed his preference for a less formal format where the Board could discuss succession and transition planning. The Board directed staff to schedule an additional workshop in early December for discussion.

4. ADJOURN MEETING

It was moved by Director Longville and seconded by Director Raley to adjourn. The motion carried 5-0, with all Directors present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

At 3:15 p.m., the meeting adjourned to the next regular Board Meeting scheduled for October 13, 2021, at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA, and via Zoom.



Daniel B. Cozad, General Manager