

POLICY COMMITTEE

REGULAR MEETING

Thursday, December 28, 2023 - 3:00 PM
1000 Main Street, Cambria, CA 93428

MINUTES

1. OPENING

A. CALL TO ORDER (0:04)

Committee Chair Scott called the meeting to order at 3:03 p.m.

B. ESTABLISH QUORUM (0:34)

A quorum was established.

Committee members present: Committee Chair Debra Scott, Vice Chair Gordon Heinrichs, Ted Key, James Townsend, and Secretary Donn Howell. (Member Claudia Harmon-Worthen joined the meeting at 3:07.)

Staff members present: Confidential Administrative Assistant Haley Dodson and General Manager Matthew McElhenie.

C. AD HOC SUBCOMMITTEE REPORT (0:46)

There were no ad hoc subcommittee reports at this time.

D. CHAIRMAN'S REPORT (1:01)

Committee Chair Scott reported on matters recently coming before the CCSD Board and reminded members that reviewing the General Manager's bimonthly letters to the public is an excellent way to keep up-to-date on issues facing the District.

E. COMMITTEE MEMBER COMMUNICATIONS (6:11)

There was some discussion about the Christmas market, about the need for road repairs after the recent rains, and about rooftop rainwater recapture.

2. PUBLIC COMMENT (10:06)

Public Comment: There was none.

Chair Scott invited comments from the GM:

GM McElhenie reported that the WRF project description will soon be ready for review by the Board's ad hoc subcommittee (President Gray and Director Dean). Some members expressed concern that the public have ample opportunity to provide commentary about this matter before the Board takes action on it. In response it was suggested that the R&I

Committee would be a good and appropriate venue for presenting the project description to the public and receiving the public's input. (14:14)

3. CONSENT AGENDA (15:12)

A. Consideration to Approve the December 28, 2023 Regular Meeting Minutes

Call for Public Comment. There was none.

Motion: to approve the meeting minutes as written. (17:26)

Motion by: Townsend

Second by: Key

Motion unanimously passed: Ayes – 5; Nays – 0; Chair not voting. (17:32)

4. REGULAR BUSINESS

A. Discussion and Consideration of Policy 1040.2 Response to Correspondence to the Board (17:54)

Please refer to Attachment 4A of this agenda. The Board discussed this red-line version of policy 1040.2 at its December 14 meeting and made several suggestions for further edits. Chair Scott made the suggested changes to the red-line version and included some clarifying language as well. Chair Scott's changes are shown in blue.

The Committee reviewed the suggested changes and found them to be positive. Additionally, the Committee suggests the following two edits:

- Under 1040.2.3.1 change “. . . support final decisions . . .” to “. . . acknowledge and respect final decisions . . .”
- Under 1040.2.4.1 change “. . . complaints about operational matters, . . .” to “. . . complaints about matters related to the operation of the District, . . .”

Motion: that the Policy Committee forward to the CCSD Board the draft *Policy 1040.2 Response to Correspondence to the Board* with the proposed changes to paragraphs 1040.2.3.1 and 1040.2.4.1 for their consideration. (34:48)

Motion by: Townsend

Second by: Key

Motion unanimously passed: Ayes – 5; Nays – 0; Chair not voting. (35:36)

B. Review Finalized CCSD Operating Principles (36:09)

The Members were pleased with the Board action on this matter.

Call for Public Comment on items 4A and 4B (37:17) The was none.

C. Update on Policies under Review by Other Entities (37:39)

Legal Counsel and Auditor Policy (39:26)

This policy has been reviewed by District Counsel who has forwarded suggested changes to the Committee. It will be on the Committee's January agenda.

Purchasing Policy (44:13)

This policy is currently under review by executive staff.

Whistleblowing Policy (48:24)

All personnel policies including this one are currently under review by MRG. Once that review is completed copies of the updated policies will be provided to the Committee for review and comment. The Committee has recommended that volunteers be included under the Whistleblowing Policy.

Legislative Advocacy Policy (49:15)

Counsel has advised Chair Scott that a Legislative Advocacy Policy would be appropriate for the CCSD. Hence, this policy will appear on a future Policy Committee agenda.

Role of the General Manager Policy (50:51)

Even though this matter is covered by code, General Counsel advises that it is appropriate for the CCSD to expand upon it. To this end General Counsel has provided Chair Scott with a copy of the Los Osos CSD policy on the role of the GM. Chair Scott has forwarded the Los Osos policy to GM McElhenie for his review and suggestions. After his review the policy can appear on a future Policy Committee agenda.

Climate Change Policy (53:13)

Committee Chair Director Dean reported that the R&I Committee will be reconstituting their Climate Change Ad Hoc Subcommittee as this will be needed to support numerous grant applications. So our Policy Committee won't be looking at this matter very soon.

Social Media Policy (1:00:36)

As this policy is a personnel policy it is being reviewed by MRG and executive staff and legal counsel. Once reviewed, Chair Scott can bring the policy to this committee to consider adding Directors, Committee members and other volunteers

5. FUTURE AGENDA ITEMS. (1:06:08)

Chair Scott asked for any future agenda items.

Chair Scott mentioned the following items as likely to come up in the near term:

- Legal Counsel and Auditor policy
- Legislative Advocacy policy
- Role of the GM (perhaps, depending on feedback from the GM)

Member Harmon-Worthen asked that the Policy Committee be updated on the progress of the R&I Committee's work on the Climate Change Policy.

6. ADJOURN (1:08:04)

Committee Chair Scott adjourned the meeting at 4:09 p.m.