

Minutes of the Special Board of Directors Meeting

DELTA DIABLO

August 18, 2021

The meeting was called to order by Chair Glover at 4:30 p.m., on Wednesday, August 18, 2021, via Zoom. Present were Vice Chair Monica Wilson and Director Juan Banales. Director Banales arrived at approximately 4:45 p.m. Also present were: Stephen Siptroth, Deputy District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Anika Lyons, Finance Manager; and Dustin Bloomfield, Maintenance Manager.

Chair Glover read the following statement: "To slow the spread of COVID-19, in lieu of a public gathering, the Board of Directors meeting will be accessible via teleconference to all members of the public as permitted by the Governor's Executive Order 08-21, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public hearings."

Ms. Nichols-Fritzler read a statement regarding the process for receiving public comments and the availability of presentations on the District's website.

PUBLIC COMMENTS

None.

RECOGNITION

Adopt Resolution Commending and Congratulating Robert Wright, Collection Systems Worker III, on His Retirement from the District

Mr. Bloomfield recognized Mr. Wright for his 17.5 years of service to the District and highlighted key career accomplishments, including directly supporting regulatory compliance, operational effectiveness and reliability, and receiving the 2008 California Water Environment Association Collection System Person of Year award at the local section and state level. Mr. Bloomfield noted Mr. Wright was a well-respected team member who made a positive impact.

Chair Glover congratulated Mr. Wright on his retirement.

Vice Chair Wilson moved Adoption of the Resolution Commending and Congratulating Robert Wright, Collection Systems Worker III, on His Retirement from the District seconded by Chair Glover, and by a roll call vote (Ayes: *Glover, and Wilson*, Noes: *None*; Abstain: *None*; Absent: *Banales*), the Resolution was approved.

Receive Presentation of the Distinguished Budget Presentation Award and Recognize and Commend the Finance Division for Receiving the Certificate of Recognition for Budget Preparation for Fiscal Year 2020/2021 from the Government Finance Officers Association

Ms. Lyons highlighted that the District received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). In addition, she noted that Finance Division staff received the Certificate of Recognition for Budget Preparation for Fiscal Year

2020/2021 from GFOA, which recognizes their direct role in preparing the Budget Book. She noted that receiving this prestigious award is a first time achievement for the District.

Chair Glover congratulated and thanked staff for their work in receiving this award.

CONSENT CALENDAR

Vice Chair Wilson moved approval of the Consent Calendar, seconded by Chair Glover, and by a roll call vote (Ayes: *Glover and Wilson*, Noes: *None*; Absent: *Banales*; Abstain: *None*), the following Consent items were approved: Approve Minutes of the Regular Board of Directors Meeting, July 14, 2021; Receive District Monthly Check Register, June 2021; Approve Project and Design, Award and Authorize General Manager to Execute Construction Services Contract in an Amount Not to Exceed \$1,468,925, Conquest Contractors, Inc., Authorize General Manager to Approve Contract Change Orders in an Amount Not to Exceed 10% of Contract Amount, Authorize General Manager to Execute Consulting Services Contract in an Amount Not to Exceed \$152,704, Engineering Services, V.W. Housen & Associates, and Take Related Actions, Bridgehead Pipeline Replacement Project, Project No. 21123; Authorize General Manager to Transfer Monies to Headworks Improvements Project from Emergency Retention Basin Improvements Project within Wastewater Capital Asset Replacement Fund in the Amount of \$500,000, for a Total Project Budget of \$14,900,000, and Authorize General Manager or His Designee to Approve Construction Contract Change Orders in an Amount Not to Exceed 14% of the Contract Amount, for a New Total Construction Contract Authorization of \$10,845,960, Headworks Improvements, Project No. 17117; and Approve and Authorize General Manager to Execute CALNET Telecommunications Contracts for a Four-Year Term beginning September 1, 2021 in an Annual Amount Not to Exceed \$75,000, Data Circuits and Internet Connectivity Services, Comcast Business Communications, LLC.

DELIBERATION

Receive Update on Strategic Plan Development; and Consider Approving the Strategic Plan

Mr. Eckerson provided an update on development of the District's new Strategic Plan, which is intended to capture strategic priorities, focus resources, strengthen the organization, ensure resiliency in meeting future challenges, and support working toward common goals over a three-year planning horizon. He noted the significant staff engagement across the District. As a follow up to the July 14, 2021 Board Meeting, which focused on the District's proposed Mission, Vision, and Value Statements, and Goals, Mr. Eckerson highlighted key focus areas associated with the Strategies, Objectives, and Key Success Indicators included in the new Strategic Plan under the six identified Goals. In closing, Mr. Eckerson noted that staff would present the proposed FY21/22 Strategic Initiatives, which are intended to support implementation of the Strategic Plan, at the September 8, 2021 Board Meeting.

Chair Glover thanked Mr. Eckerson for the outstanding work in developing the new Strategic Plan. Vice Chair Wilson thanked staff for their excellent work and requested additional detail regarding the reference to resource recovery efforts at the District, which Mr. Eckerson provided. Director Banales thanked staff for the great work in producing the plan, while noting the strength of many of the District's Value Statements and the benefit of including Key Success Indicators to support measuring progress toward achieving the stated goals.

Director Banales moved approval of the Strategic Plan; seconded by Vice Chair Wilson, and by a roll call vote (Ayes: *Banales, Glover, and Wilson*, Noes: *None*; Abstain: *None*), the Strategic Plan was approved.

PRESENTATION AND REPORTS

None.

MANAGER'S COMMENTS

None.

DIRECTORS' COMMENTS

Vice Chair Wilson and Chair Glover stated they each attended the CASA Annual Conference last week, which was very informative and confirmed the District's focus on key challenges.

CORRESPONDENCE

Receive Monthly Lobbyist Report dated June 2021, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024

The Board received and filed the report.

CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (GOV. CODE, SECTION 54957.6)

Agency Negotiators: Vince De Lange, Michael Jarvis

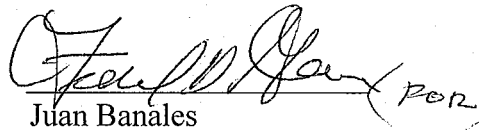
Employee Organizations: Operations and Maintenance Unit, Public Employees Union, Local One; Professional & Technical Unit, Public Employees Union, Local One; Management Association

Unrepresented Employees: All unrepresented employees

Before adjourning to Closed Session, the Secretary to the Board asked if there were any public comments on the Closed Session item. No comments were made. At 5:13 p.m., Chair Glover convened the Board of Directors meeting to Closed Session. Following Closed Session, Chair Glover reconvened the Board of Directors meeting in open session at 5:48 p.m. and stated there was nothing to report from Closed Session.

ADJOURNMENT

Chair Glover adjourned the meeting at 5:48 p.m. and noted the next meeting will be held on September 8, 2021, at 4:30 pm.


Juan Banales
Board Secretary

(Recording Secretary:
Cecelia Nichols-Fritzler)