MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
OF THE
EL TORO WATER DISTRICT
February 22, 2024

President Monin called the meeting of the Board of Directors of the ELTORO WATER DISTRICT to order at 7:30 a.m.

Director Freshley led in the Pledge of Allegiance to the flag.

Directors KAY HAVENS, MIKE GASKINS, MARK MONIN, FRED ADJARIAN, and KATHRYN FRESHLEY participated.

Also present were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Director of Human Resources (8:10 am), HANNAH FORD, Director of Engineering, SCOTT HOPKINS, Operations Superintendent, VISHAV SHARMA, CFO, VU CHU, Water Use Efficiency Analyst, SHERRI SEITZ, Public Affairs Manager, GILBERT J. GRANITO, General Counsel, ROMAN KOCIBAN, Employee, ADRIANNE BEATTY, JPIA, JENNIFER LOBE, JPIA, CAROL MOORE, Laguna Woods Council Member (Zoom), and POLLY WELSCH, Recording Secretary.

Determination of a Quorum

Five Board members were present for the meeting, therefore a quorum was determined.

Oral Communications/Public Comments

There were no comments.

Items Received Too Late to be Agendized

President Monin asked if there were any items received too late to be agendized. Mr. Cafferty replied no.

Presentation of Awards, Recognitions, Certifications and Introductions

Mr. Cafferty recognized and congratulated Roman Kociban, Crew Chief, for 10 years of service with the District.

At approximately 7:35 a.m. Mr. Kociban left the meeting.

Consent Calendar

President Monin asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Havens to approve the Consent Calendar.

Roll Call Vote:

Director Adjarian	aye
Director Freshley	aye
Director Havens	aye
Vice President Gaskins	aye
President Monin	aye

ACWA/JPIA Presentation

Ms. Adrienne Beatty, JPIA Chief Executive Officer presented an update on ACWA JPIA's program and membership benefits.

At approximately 8:35 a.m. Ms. Beatty and Ms. Lobe left the meeting.

General Manager Action Items

Resolution No. 24-2-2 Revisions to the ETWD Employee Handbook

Mr. Cafferty stated that some of the revisions are modifying the handbook to comply with changes in State or Federal law. He further stated that the requirement for Reproductive Loss Leave is a recently adopted California law.

Mr. Cafferty stated that the Sick Leave calculation has been amended for temporary or part-time employees. He further stated that the Service Award Recognition Program has been in place forever but is now being identified in the handbook.

Mr. Cafferty stated that the employee meal allowances are being increased by $5.00 each.

President Monin asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Havens to adopt Resolution No. 24-2-2 which amends the Districts Employee Handbook and adds the Employee Handbook to the ETWD Administrative Code.

Roll Call Vote:

Director Adjarian	aye
Director Freshley	aye
Director Havens	aye
Vice President Gaskins	aye
President Monin	aye

Resolution No. 24-2-3 Amending the ETWD Internal Revenue Code Section 125 Premium Only Plan

Mr. Cafferty stated that this Plan is required to be reviewed and updated every five years. He further stated that the 125 Plan allows employees to pay their share of the medical benefit premiums on a pre-tax basis.

President Monin asked for a Motion.

Motion: Director Havens made a Motion, seconded by Director Freshley to adopt Resolution No. 24-2-3 which amends and restates the Districts IRC Section 125 Premium Only Plan.

Roll Call Vote:

Director Adjarian	aye
Director Freshley	aye
Director Havens	aye
Vice President Gaskins	aye
President Monin	aye

Nomination of a Candidate to the CSDA Board of Directors – Seat A

Mr. Cafferty stated that Seat A is up for election in the 2025/27 term and CSDA is looking for nominations at this time. He further stated that the current incumbent is running for re-election.

Mr. Cafferty stated that if there is no nomination, there is no need to make a Motion on this action item.

The Board concurred that no action is needed today.

Directors Reports for Meetings Attended

President Monin stated that he attended the WACO meeting, the ISDOC Executive Committee meeting, the MWDOC/MET Directors workshop, the MWDOC Board meeting, the and the regular ETWD Board meetings.

Vice President Gaskins stated that he attended four MWDOC meetings, the WACO meeting, the RRC meeting, the SOCWA Board meeting, the ISDOC Executive Committee meeting, the LAFCO meeting, and the regular ETWD Board meetings.

Director Havens stated that she attended the WACO meeting, the MWDOC/MET Directors workshop, the Special Board Budget meeting, the MWDOC Admin/Finance meeting, the OC WateReuse meeting, the regular ETWD Board meetings, and this afternoon she will be listening to a program on E-DNA Species Surveillance which will be important to the Watershed, and Coffee with Katrina Foley tomorrow.

Director Freshley stated that she attended the MWDOC Planning/Operations meeting, the MWDOC/MET Directors workshop, the MWDOC Board meeting, the LAFCO meeting, the CAG meeting, the SOCWA Board and Finance meetings, the WACO meeting, the OCWA luncheon, and the regular ETWD Board meetings.

Director Adjarian stated that he attended the MWDOC Planning/Operations meeting, the MWDOC Admin/Finance meeting, the MWDOC/MET Directors workshop, the MWDOC Board meeting, the WACO meeting, the Special Board meeting, the CAG meeting, the OCWA luncheon, the regular ETWD Board meetings, and will be having Coffee with Senator Dixon tomorrow.

ISDOC

President Monin stated that they discussed the website launch status and a scholarship.

WACO

President Monin stated that they had a presentation on the State of the Orange County Groundwater Basin.

At approximately 8:40 a.m. President Monin left the meeting.

General Manager Information Items

General Manager's Monthly Report

There were no comments.

Legislative Reports

There were no comments.

Public Education and Outreach Report

Ms. Seitz stated that the customer bill message is a reminder to give sprinklers a break due to recent storms requiring landscapes to need less water.

Ms. Seitz stated that Director Adjarian gave a presentation to TV-6 on Fats, Oils and Grease.

Ms. Seitz stated that the Adopt-a-Channel signage is being fabricated and staff is waiting on a completion date.

Ms. Seitz stated that news releases were sent out regarding the District's new President and Vice President, and the District's receiving the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

Ms. Seitz stated that construction alerts were posted along the Laguna Woods dog park gates to inform customers of the Northline Lift Station project.

Ms. Seitz stated that attached to her report are MWDOC's surveys to rebate participants.

Ms. Seitz stated that upcoming community events included Miracle for Kids, the Lake Forest Meet the Mayor event, the Children's Water Education Festival, the Laguna Woods Village Earth Day, and the City of Mission Viejo Earth/Arbor Day.

Water Use Efficiency Report

Mr. Chu stated that the report includes additional information on the sources of funding for all of the rebate programs and includes a table illustrating the breakdown between MET and MWDOC grants for the past five years.

SOCWA Reports

Director Freshley stated that there was discussion about the PC agreements. Mr. Cafferty stated that the SOCWA Finance Committee provided a draft budget at their meeting.

MWDOC Reports

Vice President Gaskins stated that they discussed the Oceanus Power and Water Desal Project at Camp Pendleton.

South OC Agencies Group Meeting

Vice President Gaskins stated that they discussed MET issues, the repair on the AMP, Advanced Clean Fleets Regulation, and project updates.

LAFCO

Director Freshley stated that they had discussion on relationships and communication between the Commissioners and the Public. She further stated that they also issued a communication and responsibility layout.

COMMITTEE AND GENERAL INFORMATION

Dates to Remember for February/March

There were no comments.

Comments Regarding Non-Agenda Items

There were no comments.

Attorney Report

Mr. Granito reported that there is no need for a Closed Session today and as such Regular Session continued.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 9:46 a.m.

Respectfully submitted,

POLLY WELSCH
Recording Secretary

APPROVED:

MARK MONIN, President of
the El Toro Water District and the
Board of Directors thereof

DENNIS P. CAFFERTY, Secretary
of the El Toro Water District and
the Board of Directors thereof