



- DRAFT MINUTES --
Special Meeting of the Board of
Directors
April 26, 2023 in Yreka, California

Directors present: Bruce Fiock, FJ Hayden, Rick Lemos, Rod Dowse, Tony Bishop, Jeff Fowle

Absent: Roy Johnson (partial attendance)

Others in Attendance: Leah Grassman (SSWD staff), Joshua Horowitz (Attorney), Janae Scruggs (CDFW)

By Zoom: Chris Reed (SSWD staff), 1 member of the public

1. Call to Order

- a. Chairman Fiock called meeting to order at 3:00pm and established a quorum
- b. Agenda Adjustments and Approval

ACTION: Approve agenda as presented. MOTION: Fowle; SECOND: Bishop; AYES: Fiock, Dowse, Hayden, Lemos; NOES: none; ABSTENTIONS: none.

2. Financials

- a. Review and approval the District financial report and payables.

ACTION: Approve financial report and payment to Elisa Noble, invoice amount \$1,216.

MOTION: Fowle; SECOND: Hayden; AYES: Fiock, Dowse, Bishop, Lemos; NOES: none; ABSTENTIONS: none.

- b. Report on Status of Audit for Fiscal Years ending 2018, 2019 and 2020 2022-2023.

Rhonda Muse clarified fiscal year 2022-2023 should have been deleted from the agenda and presented the final draft response for years ending 2018, 2019 and 2020. Four findings were noted for correction and two are already completed. Director Johnson joined the meeting. The Board approved submitting this to the Auditor.

ACTION: Approve status report of Audit. MOTION: Bishop; SECOND: Hayden; AYES: Fiock, Dowse, Johnson, Fowle, Lemos; NOES: none; ABSTENTIONS: none.

3. District Budget

- a. Discuss and Consider Approving Modifications to the Fiscal Year 2022-23 Budget.

ACTION: Accept the modified budget for fiscal year 2022-2023. MOTION: Fowle; SECOND: Hayden; AYES: Fiock, Dowse, Bishop, Johnson, Lemos; NOES: none; ABSTENTIONS: none.

- b. Presentation of Draft Fiscal Year 2023-24 Budget and Board Discussion and Direction on it.

Rhonda Muse presented a draft of the budget workbook for discussion. A draft budget for approval will be presented at the next regular meeting. No action was taken.

4. District Reorganization After Termination of Executive Director Agreement

Discussed organization going back to a two-part structure with service and administration reporting separately to the Board but still coordinating on certain tasks. Joshua Horowitz provided some options for consultants specializing in admin and finance. A resolution designating authority would need to be rescinded. Rhonda and Leah to draft a job description.

5. Resolution No. 2023-01 – Policy for SWRCB Contract Work

Joshua Horowitz explained the State Water Board agreement allows for increased pay rates to the SSWD staff for special class work. Admin comes to the SSWD. Leah Grassman added that she has made an inquiry about adding mileage to the contract.

ACTION: Approve Resolution 2023-01, with one edit on page 2, change 30 days to 60 days. MOTION: Hayden; SECOND: Fowle; AYES: Fiock, Dowse, Bishop, Johnson, Lemos; NOES: none; ABSTENTIONS: none.

6. Change in Board Meeting Schedule

Discussed availability of staff for monthly meetings. No action taken.
Director Johnson left the meeting.

7. Board Governance Workshop and Discussion - Joshua Horowitz gave a presentation and discussed the following items with the Board and staff present.

- a. Board Governance Principles.
- b. Brown Act Overview.
- c. Conflict of Interest Issue Spotting.
- d. Adoption and Update of Required and Recommended Board Policies.
- e. Discussion of Board Training Topics to be Presented at Future Meetings.

8. Adjournment Meeting was adjourned at 6:28pm

Minutes approved as presented [] with corrections on the 31st day of MAY, 2023.

Bruce E Frode
Signature of Board Chairman

Rhonda Muse
Signature of Secretary