

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of November 4, 2021
1001 Partridge Drive, Ventura, California

IN ACCORDANCE WITH GOVERNMENT CODE §54593, AS AMENDED BY STATUTES 2021, CHAPTER 165, THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDERS DECLARING A STATE OF EMERGENCY, AND THE COUNTY OF VENTURA HEALTH OFFICER'S LOCAL HEALTH EMERGENCY DECLARATION AS A RESULT OF THE THREAT OF THE COVID-19 VIRUS, THIS VRSD BOARD OF DIRECTORS MEETING WAS HELD VIA VIDEO CONFERENCE.

Chairperson Friedman called the meeting to order at 8:31 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

James Acosta, Special Districts
Jenny Crosswhite, City of Santa Paula
Jim Friedman, City of San Buenaventura
Laura Hernandez, City of Port Hueneme
Ed Jones, City of Thousand Oaks
Kevin Kildee, City of Camarillo
Bert Perello, City of Oxnard

Absent: Mark Austin, City of Fillmore, William Weirick, City of Ojai

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Tina Rivera, Director of Finance; Richard Jones, Director of Operations; Melissa Macias, Human Resources Manager; and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Director Jones.

3. Agenda Review:

The Board moved Agenda Item No. 17, Closed Session, to follow Agenda Item No. 5.

It was moved by Director Perello, seconded by Director Jones, to approve the Agenda as revised. ROLL CALL VOTE: Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello)

4. Public Comment:

None.

PRESENTATIONS (Item 5 only) Matters listed under Consent Agenda are considered to be routine, non-controversial, and are normally approved by one motion without discussion. If discussion is requested by a member of the Board on any Consent Agenda item, or if a member of the public wishes to comment on an item, that item may be removed from the Consent Agenda for separate action.

5. Receive & File PFM Asset Management, LLC – 3rd Quarter Review of VRSD Investment Portfolio

Richard Babbe, PFM Asset Management, gave the presentation.

It was moved by Director Kildee, seconded by Vice President Hernandez, to receive and file the PFM Asset Management, LLC 3rd Quarter Review of VRSD Investment Portfolio. ROLL CALL VOTE: Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).

CONSENT AGENDA (Items 6 and 7) *During Agenda Review, these items were agreed to be heard after Agenda Item No. 17.*

6. Approval of Minutes: October 13, 2021 Special Meeting

It was moved by Director Jones, seconded by Director Kildee, to approve the Special Meeting Minutes of October 13, 2021. ROLL CALL VOTE: Motion carried 6-0 (FOR: Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).

Director Acosta rejoined the meeting at 11:09 a.m.

7. Consideration and Adoption of VRSD Resolution No. 21-07 Authorizing Continued Use of Teleconference Meetings in Accordance with Government Code Section 54953, Subdivision (e) (AB 361)

It was moved by Vice Chairperson Hernandez, seconded by Director Kildee, adopt VRSD Resolution No. 21-07 Authorizing Teleconference Meetings of the Legislative Bodies of the Ventura Regional Sanitation District for the Period of November 4, 2021 through December 3, 2021. ROLL CALL VOTE: Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).

REGULAR AGENDA (Item 8 only)

8. Conduct Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis of Ventura Regional Sanitation District *The Board continued this Agenda Item to a future meeting.*

INFORMATION ITEMS (Items 9 through 12)

9. Revenue and Expense Report: None
10. Disbursement Report: None
11. Investment Report: September 2021
12. Future Meetings, Seminars and Conferences
 - ♦ Nov. 18, 2021 - VRSD Board Meeting
 - ♦ Nov. 2, 2021 - VRSD P&F Committee Meeting
 - ♦ Dec. 2, 2021 - VRSD Board Meeting
 - ♦ Dec. 6, 2021 – Special District’s Meeting
 - ♦ Dec. 7, 2021 - VRSD P&F Committee Meeting
 - ♦ Dec. 16, 2021 - VRSD Board Meeting

It was moved by Director Jones, seconded by Director Perello, to receive and file all Information Items. ROLL CALL VOTE Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).

ORAL REPORTS (Items 13 through 16)

13. Regulatory Compliance Report

Director of Operations Richard Jones reported that the District had received two Notice of Violations from the Ventura County Air Pollution Control District for methane emission exceedances. Both violations were corrected on the same day and it is anticipated the fines will not exceed \$2,000. Historically, this is the best inspection the District has received in five years.

14. Committee Reports

None.

15. Board Member Comments and Future Agenda Items

Director Perello thanked the Santa Paula community for having organized an informative solid waste event that he recently attended.

Chairperson Friedman expressed appreciation of the General Manager for keeping the Board apprised of the Santa Paula Council Meeting before it was held.

16. General Manager Comments

General Manager Chris Theisen asked Director of Finance Tina Rivera to provide and update on the Financial Software implementation. Ms. Rivera reported that the District is in the last stage of project completion with the new software.

Mr. Theisen reported that based on some favorable comments about VRSD made at the City of Santa Paula's Council meeting the night before, the District's quest to find a way to continue providing water/wastewater services was still alive.

Director Acosta left the meeting at 11:18 a.m.

It was moved by Director Perello, seconded by Director Kildee, to receive and file all Oral Reports. ROLL CALL VOTE Motion carried 6-0 (FOR: Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).

CLOSED SESSION (Item 17 only) *During Agenda Review, this item was agreed to be heard after Agenda Item No. 5.*

At 8:58 a.m., the Clerk of the Board announced that the Board would be convening to a Closed Session in a separate Zoom meeting and stated that it is the intention of the Ventura Regional Sanitation District Board of Directors to meet in closed session to consider the following item:

17. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code, § 54957.6)
DISTRICT DESIGNATED REPRESENTATIVES:
Melissa Macias, VRSD Human Resources Manager; Tina Rivera, VRSD Director of Finance; and Melanie Chaney, Special Labor Counsel, Liebert Cassidy Whitmore
EMPLOYEE ORGANIZATIONS:
Service Employees International Union (SEIU), Local 721
International Union of Operating Engineers (IUOE), Local 501
Non-represented Positions

The meeting reconvened at 11:08 a.m. to an open session where Legal Counsel Kwong reported that the closed session had concluded at 11:00 a.m. The meeting continued with Agenda Items 6-16.

ADJOURNMENT: With no further business, the meeting was adjourned at 11:20 a.m., to a Regular Meeting to be held November 18, 2021, 8:30 a.m. via video conference.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Jim Friedman, Chairperson
Ventura Regional Sanitation District