

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of February 20, 2025
4105 W. Gonzalez Road, Oxnard, California

Chair Newman, called the meeting to order at 8:36 a.m.

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

Martha McQueen-Legohn, City of Port Hueneme
David Newman, City of Thousand Oaks
Doug Halter, City of Ventura
Christina Villaseñor, City of Fillmore
Kevin Kildee, City of Camarillo (arrived at 8:38am)
Leslie Cornejo, City of Santa Paula
Bert Perello, City of Oxnard

Absent: Andrew Whitman, City of Ojai, Andrew Nelson, Special Districts

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel, Richard Jones, Director of Operations, Tina Rivera, Director of Finance, Mayra Rodriguez Clerk of the Board, and Carlos Juarez, former VRSD Director from the City of Santa Paula.

2. Pledge of Allegiance: The pledge was led by Director McQueen-Legohn.

3. Agenda Review:

No changes.

It was moved by Director McQueen-Legohn, seconded by Director Perello, to Approve to the Agenda Review as presented. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Cornejo, Perello, Villaseñor, and Newman).

4. Public Comment:

None.

PRESENTATION (Item 5 only)

5. Certificate of Appreciation Presented to Carlos Juarez, City of Santa Paula.

Chair Newman, presented to the Board the Certificate of Appreciation to Carlos Juarez, former VRSD Director from City of Santa Paula.

CONSENT AGENDA (Item 6 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.

6. Approval of Minutes: February 6, 2025 Regular Meeting

It was moved by Director Halter, seconded by Director Villaseñor, to Approve to the Consent Agenda as presented. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Cornejo, Perello, Villaseñor, and Newman).

REGULAR AGENDA (Items 7 and 8)

7. 2025 Board Committee Appointments

Chairperson Newman reviewed the Executive Committee and provided the Board with his appointments to the Facilities Committee, Personnel and Finance Committee, and Ventura County Regional Alliance.

It was moved by Director Kildee, seconded by Director Perello to A) approve appointment of Chairperson Newman, Vice Chairperson Villaseñor, and Director Kildee to the Executive Committee; and B) approve Chairperson Newman's appointments to the following:

- Facilities Committee: Directors Nelson, McQueen-Legohn, Villaseñor and Chairperson Newman as Ex Officio Member
- Personnel & Finance Committee: Directors Cornejo, Perello, Whitman, and Chairperson Newman as Ex Officio Member
- VCREA Representative: Director Halter as Primary; Director Cornejo as Alternate

ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Cornejo, Perello, Villaseñor, and Newman).

8. Consider And Approve, And Authorize The Board Chair To Sign, A Contract With Ralph Andersen & Associates For Executive Recruitment Services For The Position Of General Manager In An Amount Not To Exceed \$38,950

Chris Theisen, General Manager, provided the Board with the report.

Chairperson Newman, also provided the Board with the update of the Executive Committee Meeting of February 11, 2025.

It was moved by Director Halter, seconded by Director Perello, to 1) Approve, and Authorize the Chairperson to sign, VRSD Contract No. 35-002 between Ralph Andersen & Associates and VRSD, in the amount of \$38,950, for Executive Recruiting Services for a new General Manager, and 2) Delegate key search process tasks to the Executive Committee as more fully described and explained in the Board letter. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Cornejo, Perello, Villaseñor, and Newman).

INFORMATION ITEMS (Items 9 through 11)

It is recommended that the Board receive and file the following:

9. Disbursement Report: January 2025

Director Perello had some questions regarding the Disbursement report for January. Tina Rivera, Director of Finance responded to his questions.

10. Investment Report: January 2025

Director Perello asked if item number ten, page 41, first paragraph last sentence, needed to be corrected to “December 2024” rather than “December 2025”.

Tina Rivera, Director of Finance noted there was a typo and should reflect December 2024 not December 2025.

11. Future Meetings, Seminars and Conferences

- March 4, 2025, 8:30 a.m. – P&F Committee Meeting, District Office
- March 6, 2025, 8:30 a.m. – Regular Board Meeting, District Office.
- March 20, 2025, 8:30 a.m. – Regular Board Meeting, District Office

It was moved by Director Perello, seconded by Director Cornejo, to receive and file Information Items. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Cornejo, Perello, Villaseñor, and Newman).

ORAL REPORTS (Items 12 through 15)

It is recommended that the Board receive and file the following:

12. Regulatory Compliance Report: None
13. Committee Reports: Executive Committee Meeting of February 11, 2025.

Chair Newman, provided the update of the Executive Committee Meeting under the discussion of item number eight.

14. Board Member Comments and Future Agenda Items

Chair Newman announced he will not be attending the March 6, 2025 Board Meeting.

Director Kildee noted he will be attending the CASA conference in Washington DC.

Director Perello stated that he strongly believes that when organized labor negotiates a percent increase in pay for its members and it is approved by the Board, the General Manager of the organization should not automatically get that same increase.

15. General Manager Comments

Chris Theisen, General Manager, announced he will be working with the same Recruiter that the VRSD Board is using for the General Manager for the recruitment of the Director of Operations.

It was *moved by Director Halter, seconded by Director McQueen-Legohn*, to receive and file Oral Reports. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Cornejo, Perello, Villaseñor, and Newman).

ADJOURNMENT: Adjourn to Regular Meeting to be held March 6, 2025, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

Mayra Rodriguez

David Newman, Chairperson

**VENTURA REGIONAL SANITATION DISTRICT
MEETING MINUTES**

FEBRUARY 20, 2025

Clerk of the Board

Ventura Regional Sanitation District