

Minutes of the Regular Board of Directors Meeting

DELTA DIABLO

July 14, 2021

The meeting was called to order by Chair Glover at 4:30 p.m., on Wednesday, July 14, 2021, via Zoom. Present were Vice Chair Monica Wilson and Director Juan Banales, who arrived at approximately 4:45 p.m. Also present were: Mary Ann McNett Mason, 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; and Thanh Vo, Acting Engineering Services Director. Director Banales joined the meeting at 4:45 p.m.

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.

PUBLIC COMMENTS

Mr. Jim Dunbar (General Manager, Lystek) thanked the Board for the opportunity to support resource recovery efforts at the District via Lystek’s biosolids management facility.

RECOGNITION

None.

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, June 9, 2021; Receive District Monthly Check Register, May 2021; Authorize the General Manager to Execute a Subscriber Service Agreement and an Agency Security Agreement with Cooperative Organization for the Development of Employee Selection Procedures, A Joint Exercise of Powers Agency, to Pay Fees Specified in the Agreement for Testing Products and Services in Connection with Pre-Employment Testing; Approve Side Letter Agreement to Memorandum of Understanding with the Professional and Technical Bargaining Unit; Authorize General Manager to Execute Amendment No. 3 to Consulting Services Contract in the Amount of \$3,075 for a New Total Contract Amount Not to Exceed \$151,975, IB Consulting, LLC, Financial Services; and Approve and Authorize General Manager to Execute New General Services Agreement and Issue Associated Purchase Order in the Amount of \$150,000, Val Security, Inc. Onsite Security Patrol Services

DELIBERATION

Adopt Resolution Approving Salary Schedules Incorporating New Purchasing Supervisor Classification and 2021 Annual Cost-of-Living Adjustments and Adopt Resolution Approving Tier II Applicable Percentage as Provided for in District Bargaining Unit Memoranda of

Understanding, Bargaining Unit Side Letter Agreements and Unrepresented Employees' Employment Agreements

Mr. Thomas noted that annual cost-of-living adjustment (COLA) for FY21/22 is 4.1% (based on San Francisco Bay Area's April to April Consumer Price Index). He stated that the COLA is applied to all District employees and equates to an annual labor cost increase of approximately \$483,000, which was incorporated in the FY21/22 Budget approved by the Board in June 2021. In addition, Mr. Thomas reported that the "Applicable Percentage" as described in MOU Side Letter Agreements would decrease from 1.381% to 1.370%, which represents a decrease in annual labor costs of \$244.

Vice Chair Wilson moved Adoption of both the Resolution Approving Salary Schedules Incorporating the New Purchasing Supervisor Classification and 2021 Annual Cost-of-Living Adjustments, and the Resolution Approving Tier II Applicable Percentage as Provided for in District Bargaining Unit Memoranda of Understanding, Bargaining Unit Side Letter Agreements and Unrepresented Employees' Employment Agreements, seconded by Director Banales, and by a roll call vote (Ayes: *Banales, Glover, and Wilson*, Noes: *None*; Abstain: *None*), the two Resolutions were approved.

PRESENTATION AND REPORTS

Receive Update on Strategic Plan Development

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 excellent staff contributions and engagement, which were instrumental in helping to identify the District's new Mission, Vision, and Value Statements. Mr. Eckerson reviewed key elements and points of emphasis in each of the proposed statements, while also highlighting how the new Mission, Vision, and Value Statements are complementary and work together to anchor the Strategic Plan.

In addition, Mr. Eckerson provided an overview of the Strategic Plan hierarchy (Goals, Strategies, Objectives, and Key Success Indicators) and reviewed the goal statements identified in six new Goal areas (Infrastructure Investment, Environmental Stewardship, Fiscal Responsibility, Organizational Change, Workforce Development, and Customer Services and Engagement). He stated that the more detailed Strategies, Objectives, and Key Success Indicators would be presented to the Board at a future Board meeting along with a request for consideration of approval of the new Strategic Plan.

Chair Glover thanked Mr. Eckerson for the excellent report and inquired as to the level of staff involvement. Mr. Eckerson stated that staff was heavily involved via approximately 40 meetings with various workgroups over the past three months. Vice Chair Wilson thanked Mr. Eckerson and commented that the Strategic Plan will set up the District for future success. Director Banales thanked Mr. Eckerson and staff for their involvement, while noting his appreciation for including stewardship and public trust in the Value Statements. Ms. Mason commented that the District's Strategic Plan is one of the strongest she has seen in her career, noting that the Mission, Vision, and Value Statements are clearly articulated and compelling. Chair Glover thanked Mr. De Lange for his impressive leadership in developing the Strategic Plan.

MANAGER'S COMMENTS

Mr. De Lange thanked the Board for their continued support. He also noted the District is working to address staffing challenges in the Operations and Maintenance Divisions, and the District has several active recruitments to fill vacant positions over the next several months.

DIRECTORS' COMMENTS

None.

CORRESPONDENCE

Receive Monthly Lobbyist Report dated May 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 5:16 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 5:39 p.m. and stated there was nothing to report from Closed Session.

ADJOURNMENT

Chair Glover adjourned the meeting at 5:40 p.m. and noted the next meeting will be held as a Special Meeting on August 18, 2021, at 4:30 pm.


Juan Banales (Fsk)
Board Secretary

(Recording Secretary:
Cecelia Nichols-Fritzler)