

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
November 28, 2023**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, November 28, 2023, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

President Canero called the meeting to order at 1:00 p.m.

**2. ROLL CALL**

Directors Present:

Debra Canero, Scott Sear, William Teague

Directors Absent:

Jacky Barnum, Mike Duran

Staff Present:

Jason Dafforn, General Manager; Ron Buchwald, District Engineer; Jeanette Juarez, Chief Financial Officer; Holly Gould, Clerk of the Board; and Craig Hayes, Best Best & Krieger

Guests:

Leticia White, Innovative Federal Strategies

Jean Denton, Innovative Federal Strategies

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT - None**

**5. CONSENT CALENDAR**

5.1 Approve the Minutes for the Board of Directors Regular Meeting held November 14, 2023

5.2 Approve Warrants for November 28, 2023

5.3 Monthly Financial Report for the Period Ending October 31, 2023

5.4 Monthly Investment Report for the Period Ending October 31, 2023

5.5 Credit Card Report for the Period Ending October 31, 2023

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to approve the consent calendar as presented. Secretary/Treasurer Sear seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2023-3348**

**6. NON-HEARING ITEMS**

**6.1 Receive Update from Innovative Federal Strategies**

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Leticia White and Jean Denton from Innovative Federal Strategies gave an update on federal legislative issues and appropriation bills and the upcoming CASA DC Forum conference.

**6.2 Authorize Specific Directors to Attend the California Association of Sanitation Agencies (CASA) 2024 Winter Conference in Palm Springs, CA, and Reimburse Related Expenses**

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Staff recommends that the Board of Directors authorize President Debra Canero, Vice President Mike Duran, Secretary/Treasurer Scott Sear, and Director William Teague to attend the CASA 2024 Winter Conference on January 24-26, 2024, in Palm Springs, California, and the reimbursement of related expenses. The conference offers attendees access to excellent speakers and panel presentations focused on infrastructure finance, innovative permitting approaches, the circular water economy, and much more.

**ACTION TAKEN:**

**MOTION:** Secretary/Treasurer Sear motioned to authorize President Debra Canero, Vice President Mike Duran, Secretary/Treasurer Scott Sear, and Director William Teague to attend the CASA 2024 Winter Conference on January 24-26, 2024, in Palm Springs, California, and the reimbursement of related expenses. Director Teague seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2023-3349**

**6.3 Authorize Specific Directors to Attend the California Association of Sanitation Agencies (CASA) 2024 Washington DC Policy Forum and Reimburse Related Expenses**

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Staff recommends that the Board of Directors authorize President Debra Canero, Vice President Mike Duran, and Secretary/Treasurer Scott Sear to attend the CASA Washington DC Policy Forum on February 26-27, 2024, and the reimbursement of related expenses. Each year, CASA holds a policy

forum in Washington, D.C., to discuss and advocate for wastewater-related issues. Due to a lack of quorum, the Board Meeting scheduled for February 27, 2023, will need to be canceled.

**ACTION TAKEN:**

**MOTION:** Secretary/Treasurer Sear motioned to authorize President Debra Canero, Vice President Mike Duran, and Secretary/Treasurer Scott Sear to attend the CASA Washington DC Policy Forum on February 26-27, 2024, and the reimbursement of related expenses and cancel the Board Meeting for February 27, 2024. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2023-3350**

- 6.4 Discuss the Annual Employee Performance Bonus, Approve the Amount, and Authorize the General Manager to Implement the Program for 2023

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It has been a long-standing tradition of the District to award an annual employee performance bonus via gift cards to all employees in December of each year for \$200 each. The annual employee performance bonus aims to engage employees, increase collaboration, and motivate employees to increase overall productivity.

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to approve the amount and authorize the General Manager to implement the Employee Performance Bonus Program for 2023. Secretary/ Treasurer Sear seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2023-3351**

7. **GENERAL MANAGER'S ITEMS** - None

8. **COMMITTEE REPORTS**

- 8.1 Draft Minutes of the Community Engagement Committee Meeting – November 21, 2023

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Chairperson Scott Sear gave an update on the Community Engagement Committee meeting held on November 21, 2023. The Committee discussed the progress of Ardurra, the District's marketing team, and tentative dates for the 100 Year Celebration.

9. **DIRECTOR'S ITEMS**
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Secretary/Treasurer Sear stated that the Speaker of the Assembly, Robert Rivas, appointed members to new committees. Assemblymember Eduardo Garcia was appointed to a new committee. Secretary/Treasurer Sear recommended that the District send congratulations. President Canero inquired about the date for the CV History Museum tour. Mr. Dafforn stated that he would get it scheduled.

**10. INFORMATIONAL ITEMS - None**

**11. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:34 p.m. The next regular Board meeting will be on December 12, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District