

**VALLEY SANITARY DISTRICT
OPERATIONS COMMITTEE MEETING MINUTES**

June 1, 2021

Valley Sanitary District conducted this meeting in accordance with California Governor Newsom's Executive Orders N-29-20 and COVID-19 protocols.

A regular meeting of the Valley Sanitary District (VSD) Operations Committee was held via videoconference on Tuesday, June 1, 2021.

1. CALL TO ORDER

Ron Buchwald called the meeting to order at 1:04 p.m.

1.1 Roll Call

Committee Members Present:

Ron Buchwald, Chair

Debra Canero, Director

William Teague, Director

Staff Present:

Beverli Marshall, General Manager, Jeanette Juarez, Business Services Manager, Holly Gould, Clerk of the Board

1.2 Pledge of Allegiance

2. PUBLIC COMMENT

This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.

None.

3. DISCUSSION / ACTION ITEMS

3.1 Discuss the Draft Diversity, Equity, and Inclusion Policy and Provide Feedback

Beverli Marshall, General Manager, presented the draft Diversity, Equity, and Inclusion (DEI) Policy to the committee. Ms. Marshall explained that diversity is lacking in the water and wastewater industry. In addition to identifying the lack of diversity in various water sector occupations, several key issues were identified "to hire, train, and retain a skilled and diverse water workforce in years to come." Specifically, the report identified two major needs, the emphasis that the water workforce needs greater public visibility, especially when trying to reach younger workers and other prospective job candidates, and to consider the barriers that support a more diverse water workforce, including the importance of looking for talent in places that may not traditionally have attracted as much attention. The draft policy is based on several existing policies and recommended language that demonstrates the District's commitment to DEI but does not commit the District to a specific plan or expenditure. This allows flexibility to address issues as they arise as well as the opportunity to partner with other agencies in supporting diversity in

industry occupations and programs. Committee member Teague stated this policy could be a good hiring tool. Committee member Canero stated this policy could go hand in hand with the District's outreach and internship program. It was the recommendation by the committee to bring the draft policy before the full board.

3.2 Review and Discuss the Draft Parking Lot Expansion Plan and Provide Feedback

Ron Buchwald, Engineering Services Manager, presented the draft parking lot expansion plan to the committee. Mr. Buchwald stated the need for additional parking for employees and customers. An employee team proposed to remove the lawn at the front of the property and replace it with parking and drought-tolerant landscaping. Staff completed a preliminary design layout of the expanded parking and drought landscaping. The next step would be to hire a consultant to complete the design plans and bid documents. This project is on hold due to a lack of staff available to complete the project appropriately. Staff anticipates that this project can move forward in six (6) months.

3.3 Discuss Next Steps in the Design of the New Office and Training Building and New Laboratory Building and Provided Feedback

Ron Buchwald, Engineering Services Manager, presented this item to the committee. On May 26, 2020, the Board authorized the General Manager to sign a contract with SGH to begin the initial design for the new office and training building (Phase 1) at a cost of \$73,436. During the initial design, it was determined that including a laboratory would limit the size of both the training room and the laboratory. Staff requested a proposal from SGH to design a new separate laboratory building. On December 8, 2020, the Board authorized the General Manager to sign a contract with SGH to begin the initial design of the laboratory building (Phase 1) at a cost of \$49,610. The Phase 1 designs for both buildings are complete and ready to proceed to the final design. On May 11, the Board approved a five-year rate increase that will fund CIP projects including the new buildings. Staff began identifying financing options to pay for the construction of the buildings as well as other CIP projects. Staff would like to proceed with the final design for both buildings. It was the recommendation by the committee to bring this item before the full board.

4. FUTURE MEETING ITEMS

A Collection System Rehabilitation Project update and update on the Treatment Plant Expansion Project.

5. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 1:41 p.m. The next regular committee meeting will be held on August 3, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District