

1 **MINUTES OF APRIL 16, 2020**

2  
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN  
4 SESSION BY ZOOM CONFERENCE ON APRIL 16, 2020 AT 3:36 PM AND STAFF BY ZOOM  
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE  
6 ROOM, SAN RAFAEL, CA. 94903

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8 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark, R. Elias, C. Murray,  
9 J. Schriebman, C. Yezman

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11 **BOARD MEMBERS ABSENT:** None

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13 **STAFF PRESENT:** Mike Prinz , General Manager Teresa Lerch, District  
14 Secretary,

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16 **OTHERS PRESENT:** Pat Richardson, District Counsel

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18 **ANNOUNCEMENT:** President Elias announced that the agenda had been  
19 posted as evidenced by the certification on file in  
20 accordance with the law.

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22 **PUBLIC COMMENT:** None.

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24 **ACTION:**

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26 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO  
27 CLOSED SESSION ON APRIL 16, 2020 , AT 3:37 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT  
28 OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

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30 Lerch left at 3:37 pm.

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32 **CLOSED SESSION:**

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34 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – General Manager: pursuant to subdivision (b)(1)  
35 of Government Code Section 54957.

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38 **ADJOURNMENT:**

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40 **ACTION:**

41 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on  
42 April 16, 2020 at 5:09 pm.

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44 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark ,R. Elias, C. Murray,  
45 J. Schriebman, C. Yezman

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47 **STAFF PRESENT:** Teresa Lerch, District Secretary, Robert Ruiz, District  
48 Treasurer, Mike Cortez, District Engineer

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50 **OTHERS PRESENT:** Sophia Selivanoff, Regional Government Services;  
51 Adam Butler and Gerald Fejarang from Kennedy Jenks

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53 **PUBLIC COMMENT:** None.

55 **REPORT ON CLOSED SESSION:** President Elias reported that there were no reportable actions in  
56 Closed Session.

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58 **CONSENT CALENDAR:**

59 These items are considered routine and will be enacted, approved or adopted by one motion unless a request for  
60 removal for discussion or explanation is received from the staff or the Board.

- 61 A. Approve the Board Minutes for April 2, 2020
- 62 B. Approve the Warrant List for April 16, 2020
- 63 C. Approve Board Compensation for March 2020
- 64 D. Approve Craig Murray attending CWEA COVID-17 Webinar April 9th, Continuity of  
65 Operations and Emergency Staffing 1.5 hours

66 **ACTION:**

67 Roll Call:

68 Board approved (M/S Clark/Schriebman 5-0-0-0) the Consent Calendar items A through D.

69 AYES: Clark, Elias, Murray, Schriebman and Yezman.

70 NOES: None.

71 ABSENT: None.

72 ABSTAIN: None.

73

74 **ORGANIZATIONAL REVIEW STATUS UPDATE**

75 Sophia Selivanoff from Regional Government Services presented the Organizational Review status update  
76 to the Board. Discussion ensued.

77

78 **MASTER PLAN UPDATE – BUSINESS RISK AND VULNERABILITY ANALYSIS**

79 Adam Butler and Gerald Fejarang from Kennedy Jenks presented the Master Plan Update and Business  
80 Risk Vulnerability Analysis update. Discussion ensued.

81

82 **POTENTIAL TEMPORARY MODIFICATIONS OF DISTRICT PROTOCOLS RELATED TO COVID-19**  
83 **EXPOSURE AND DESIGNATION OF THE SECONDARY TREATMENT PROCESS UPGRADE AND**  
84 **RECYCLED WATER EXPANSION PROJECT AS AN ESSENTIAL FUNCTION PER 3/31/2020 MARIN**  
85 **COUNTY HEALTH ORDER, PER RESOLUTION 2020-2184**

86 Board and staff discussed the COVID- 19 Pandemic and Resolution 2020-2184.

87 **ACTION:**

88 Roll Call:

89 Board approved (M/S Yezman/Schriebman 5-0-0-0) Resolution 2020-2184 with modifications by District  
90 Counsel.

91 AYES: Clark, Elias, Murray, Schriebman and Yezman.

92 NOES: None.

93 ABSENT: None.

94 ABSTAIN: None.

95

96 **INFORMATION ITEMS:**

97 **STAFF / CONSULTANT REPORTS:**

98 1. General Manager's Report – Verbal – Prinz reported. Prinz reminded the Board that there is a Special  
99 Board meeting – Board Policy workshop on April 27.

100 2. Board Member, Conference, Travel and Hotel Reservations – Written – Prinz reported. Discussion ensued.

101

102 **BOARD MEMBER REPORTS:**

103 1. CLARK

104 a. NBWA Board Committee – no report

105 b. NBWA Conference Committee– no report

106 c. Ad Hoc HR Committee re: 2019 GM Evaluation-no report

107 d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report

108 e. Other Reports– no report

- 109 2. ELIAS
- 110 a. NBWRA– no report
- 111 b. Ad Hoc Engineering Committee— no report
- 112 c. Other Reports– no report
- 113
- 114 3. MURRAY
- 115 a. Marin LAFCO– verbal report
- 116 b. CASA Energy Committee– verbal report
- 117 c. Ad Hoc HR Committee re: GM Evaluation – no report
- 118 d. Other Reports– will report at the next Board meeting on the COVID-19 webinar
- 119 4. SCHRIEBMAN
- 120 a. JPA Local Task Force– no report
- 121 b. NBWA Tech Advisory Committee– no report
- 122 c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
- 123 d. Other Reports– no report
- 124 5. YEZMAN
- 125 a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
- 126 b. Flood Zone 7– no report
- 127 c. CSRMA– no report
- 128 d. Ad Hoc Engineering Committee— no report
- 129 e. Other Reports– verbal report -COVID-19 conference call and webinar

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131 **BOARD REQUESTS:**

- 132 A. Board Meeting Attendance Requests – \_Clark will submit an attendance request for Ethics training.
- 133 B. Board Agenda Item Requests – Schriebman requested a written contract from Legal Counsel.

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135 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

136 Discussion ensued.

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138 **ADJOURNMENT:**

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140 **ACTION:**

141 Board approved (M/S Elias/Schriebman 5-0-0-0) the adjournment of the meeting at 7:39 pm.

142 Roll Call:


143 AYES: Clark, Elias, Murray, Schriebman and Yezman.  
144 NOES: None.  
145 ABSENT: None.  
146 ABSTAIN: None.

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148 The next Board Meeting is scheduled for April 17, 2020.

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150  
151 ATTEST:

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154 Teresa Lerch, District Secretary

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159 APPROVED:

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164 Judy Schriebman, Vice President

SEAL

