



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: [www.mcwd.org](http://www.mcwd.org)

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## DIRECTORS

JAN SHRINER  
*President*

THOMAS P. MOORE  
*Vice President*

HERBERT CORTEZ  
MATT ZEFFERMAN

**Board of Directors**  
**Budget and Personnel Committee Meeting**  
Marina Coast Water District  
February 9, 2021 at 10:00 a.m.

Due to Governor Newsom's Executive Order N-29-20 and recommendations on protocols to contain the spread of COVID-19, staff and Committee members will be attending the February 9, 2021 meeting remotely from various locations and the meeting will be held via Zoom conference. There will be NO physical location of the meeting.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85441994564?pwd=ZUc4SVE0TWFBUlBBOE45UG5wMDI4QT09>

Password: 057464

To join via phone: 1-669-900-9128

Webinar ID: 854 4199 4564

Password: 057464

### Committee Members

Herbert Cortez

Jan Shriner

### **Agenda**

*This meeting has been noticed according to the Brown Act rules. The Committee will receive information on, discuss and consider making recommendations to the MCWD Board on the items contained in this agenda.*

1. Call to Order/Roll Call
2. Public Comments on any item Not on the Agenda *Anyone wishing to address the Committee on matters not appearing on the Agenda may do so at this time. Please limit your comment to four minutes. The public may comment on any other item(s) listed on the Agenda at the time the item(s) is considered by the Committee.*
3. Approve the Draft Minutes of the January 12, 2021 Meeting
4. Discuss Succession Planning
5. Discuss Board Member Compensation
6. Identify Agenda Items for the Next Committee Meeting
7. Committee Member Comments
8. Adjournment

Draft Minutes  
Budget and Personnel Committee Meeting

January 12, 2021

1. Call to Order:

The January 12, 2021 Budget and Personnel Committee meeting was called to order at 10:07 a.m. by President Shriner. In attendance via Zoom teleconference were:

- Committee members: President Shriner and Director Cortez
- Staff: Derek Cray and Paula Riso
- Public members: none

2. Public Comments on Any Item Not on the Agenda:

There was no public comment.

3. Approve the Draft Minutes of the December 8, 2020 Meeting:

Director Cortez made a motion to approve the minutes of December 8, 2020. President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

4. Discuss Succession Planning:

Mr. Cray noted that the position changes that were approved at the last Board meeting have been filled. Those include the Electrical/Mechanical Technician, and the two Lead Operator positions. He said they were filled from within the District staff and recruitment for a System Operator I position is underway. Mr. Cray stated that the Engineering Department is fully staffed, with only the Engineering Technician position vacant at this time. He commented that they have been busy with all the development projects underway.

5. Discuss Meeting Schedule for 2021:

Ms. Riso suggested moving the meeting day to the first Tuesday of the month so that staff would have more time to process any suggested changes to Board meeting items before the packet is distributed. The Committee members agreed to moving the meeting date to the first Tuesday of the month at 10:00 a.m.

6. Identify Budget and Personnel Agenda Items for the Next Committee Meeting:

Director Cortez asked to discuss Board stipend; and, get an update on the Human Resources and Finance Departments reorganization. Vice President Shriner asked to discuss Board training requests for the new fiscal year.

7. Committee Member Comments:

Director Cortez commented that he was happy to have Mr. Cray as the Interim General Manager and hopes he will continue to be as open and sincere as he has been regarding any issues that come up with the District. Vice President Shriner commented that she hopes things go smoothly and that she has a lot of trust in the people working behind the scenes for the District's sake.

8. Adjournment:

Meeting adjourned at 10:24 a.m.