



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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Board of Directors Budget and Personnel Committee Meeting

Marina Coast Water District

August 3, 2021 at 6:30 p.m.

DIRECTORS

JAN SHRINER
President

THOMAS P. MOORE
Vice President

HERBERT CORTEZ
GAIL MORTON
MATT ZEFFERMAN

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 August 3, 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/89742306775?pwd=U1pNN3JjZy9hMnBpTFVqUzhwTVk1Zz09>

Passcode: 726036

To join via phone: 1-669-900-6833

Webinar ID: 897 4230 6775

Passcode: 726036

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 July 13, 2021 Meeting
4. Receive a Covid Update
5. Receive Information Regarding the District's Budget and Reserves
6. Discuss Direct Deposit for Director Compensation
7. Identify Agenda Items for the Next Committee Meeting
8. Committee Member Comments
9. Adjournment



Marina Coast Water District

Draft Minutes Budget and Personnel Committee Meeting

July 13, 2021

1. Call to Order:

The July 13, 2021 Budget and Personnel Committee meeting was called to order at 6:36 p.m. by President Shriner. In attendance via Zoom teleconference were:

- Committee members: President Shriner and Director Cortez
- Staff: Remleh Scherzinger, Kelly Cadiente, Rose Gill, 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 June 1, 2021 Meeting:

Director Cortez made a motion to approve the minutes of June 1, 2021. President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

4. Receive a Covid Update and Discuss Phased Reopening:

Ms. Gill noted the District is following CDC and statewide guidelines and is currently not open to the public. She stated that the District's Covid Response Plan requires employees to self-test and if not vaccinated, they must wear a mask. Mr. Scherzinger added that there were even vaccinated employees that wear masks to support those unvaccinated employees. Director Cortez asked if any employees have asked for air ventilators. Ms. Cadiente noted there were fans and windows that open in the beach office, and most employees at the Imjin office have their own office that has windows that open.

5. Receive Background Information Regarding the District's Cost Centers:

Ms. Cadiente gave a brief background as to why the District has cost centers. She noted that it was memorialized by District Ordinance in 2006. It was suggested to keep a list of District actions regarding the Ord Community from the selection of MCWD to be the caretaker, to the cost center separation.

6. Discuss Recruitment Guidelines – Diversity/Equity/Inclusion Lens:

Ms. Gill shared an email from the recruiter explaining that they make concerted efforts to attract DEI (diversity, equity, and inclusion) candidates. In addition to placing ads with several of the leading sources for water industry jobs and posting the opportunity on LinkedIn, they used the Careers in Government (careersingovernment.com) platform and its resources to promote the opportunity with diversity candidates. They also made sure qualified women in their network of contacts knew about the opportunity. Ms. Gill shared graphs of the diversity within the District employees with regards to age, ethnicity, and longevity. Discussion followed.

7. Identify Agenda Items for the Next Committee Meeting:

Director Cortez asked to discuss the District's phased reopening after June 15th and a Covid update. President Shriner asked to discuss the origin and function of the District's different cost centers and also discuss if the District is up to date with recruitment including Diversity/Equity/Inclusion Lens.

8. Committee Member Comments:

Director Cortez asked to discuss District security. Mr. Scherzinger stated that it would be discussed at the Executive Committee and then at the Board meeting. Mr. Scherzinger commented that there would be another Covid update; the budget process; and reserves.

9. Adjournment:

Meeting adjourned at 7:24 p.m.