



# 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

GAIL MORTON  
*President*

JAN SHRINER  
*Vice President*

HERBERT CORTEZ  
BRAD IMAMURA  
THOMAS P. MOORE

## Board of Directors Executive Committee Meeting

Marina Coast Water District  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA  
and via Zoom Teleconference

October 1, 2024 at 6:30 p.m.

MCWD Committee members and staff will be attending the meeting in person. While the meeting is open to the public, the public may also attend via Zoom at the link provided below.

### Committee Members

Gail Morton  
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. Disruptive behavior may result in removal of the individual responsible.*

1. Call to Order/Roll Call
2. Public Comment 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. Disruptive behavior may result in removal of the individual responsible.*
3. Approve the Draft Minutes of the September 10, 2024 Meeting
4. Discuss the Draft Agenda for the October 21st Board Meeting
5. General Manager Update
6. Identify Agenda Items for Future Committee Meetings
7. Committee Member Comments
8. Adjournment

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### Zoom access information:

<https://us02web.zoom.us/j/85152368705?pwd=iLYW0nH2KmSRbX6KfHsqJH3WosaqSG.1>

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

Webinar ID: 854 5236 8705

Passcode: 270121



# Marina Coast Water District

## Draft Minutes Executive Committee Meeting

September 10, 2024

### 1. Call to Order:

The September 10, 2024 Executive Committee meeting was called to order at 7:54 p.m. by President Morton. In attendance were:

- Committee members: President Morton and Vice President Shriner
- Staff: Remleh Scherzinger, Roger Masuda, Mary Lagasca, and Paula Riso
- Public members: None

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

There were no comments made.

### 3. Approve the Draft Minutes of the August 6, 2024 Meeting:

Vice President Shriner made a motion to approve the minutes of August 6, 2024. President Morton seconded the motion. The minutes were approved by a vote of 2-Ayes (Shriner, Morton), 0-Noes, and 0-Absent.

### 4. Discuss the Draft Agenda for the September 16th Board Meeting:

Mr. Scherzinger reviewed the draft agenda for the September 16th Board Meeting with the Committee members. The Committee members asked clarifying questions.

### 5. Review Draft Job Descriptions:

Ms. Lagasca introduced this item and explained that a consultant had been hired to do an assessment of the District's Finance department's functions. The findings of the assessment showed that there was a significant management gap between the Director of Administrative Services (DAS) and the Accounting Supervisor position. Among the recommendations made by the consultant, one was that the District establish a Controller Position to provide higher-level accounting and finance support to the DAS, and another was to reclassify the Accounting Supervisor to a Senior Accountant. Ms. Lagasca added that there is a proposed Org Chart that will also have the Human Resources/Risk Administrator position report to the DAS. The Committee members asked clarifying questions.

### 6. General Manager Update:

Mr. Scherzinger notified the Committee that he would be in Sacramento on Wednesday and Thursday to meet with the Department of Water Resources staff and Natural Resources staff and the State Water Control Board.

7. Identify Agenda Items for Future Committee Meeting:

Nothing was requested.

8. Committee Member Comments:

Vice President Shriner and President Morton made comments.

9. Adjournment:

The meeting was adjourned at 8:24 p.m.