SAWA MEETING MINUTES

November 18th, 2021
Meeting Location:
1835 Chicago Avenue, Suite C
Riverside, CA 92507
9:00 A.M.

BOARD ADMNISTRATIVE ITEMS

I. CALL TO ORDER

Chairperson Neugebauer called the meeting to order at 9:00 A.M.

II. INTRODUCTIONS

Melody Aimar – SAWA; Kerwin Russell – RCRCD; Brett Mills – SJBRCD; Greg Powers – Jackson Tidus; Kimberly Kuznicki – SAWA; Dick Zembal – OCWD; James Law – SAWA; Teri Biancardi – TEAMRCD; Paul Meinhold – Merrill Lynch; Jennette El Morsy – SAWA; Rick Neugebauer – TEAMRCD; Mandy Parkes – IERCD;

III. PUBLIC INPUT – Oral communication from the public audience on any subject matter within SAWA's subject matter jurisdiction.

Teri Biancardi – TEAMRCD
Ms. Biancardi reported that she is the most recently appointed director to TEAMRCD. Ms. Biancardi has been attending meetings lately to learn all she can about TEAMRCD and its connection to SAWA. Ms. Biancard has concluded that SAWA is very important to TEAMRCD. Ms. Biancardi has been paying attention to the Directors Policy and believes that its implementation could have significant consequences for TEAMRCD and the rest of the RCD's. Ms. Biancardi asked that in the interest of collaboration and inclusion that the Board not vote on this policy until TEAMRCD has had a presentation on the subject and an opportunity to reflect on it as a full board and give direction to their SAWA representative as to how to vote.

IV. CONSENT CALENDAR

a. Approve Minutes for October 28, 2021
b. Approve Special Meeting Minutes for November 4, 2021
c. Approve Financial Statement for October 2021

Director Zembal moved to approve the consent calendar as presented. Director Mills seconded and the motion passed unanimously, 5-0

Neugebauer	Aye	Russell	Aye	Parkes	Aye
Zembal	Aye	Mills	Aye		

V. DISCUSSION ITEMS

a. Presentation of SAWA Investment Portfolio and Cash Flow through September 2021 – Paul Meinhold

Mr. Meinhold reported on the cash flow and performance, balances, asset allocations and overall portfolio review.

b. ILF Project – Brian Brady

Absent
On behalf of Mr. Brady, Mr. Law reported that he has two contacts he is reaching out to in regards to work out in Lake Elsinore. Mr. Law is contacting them to see if there is any possibility of collaborating.

c. Treasurer's Report – Brett Mills
Mr. Mills reported $124,464.43 in the deposit detail from November 1st - 17th and $210,584.98 for the Aging Detail in the one to thirty day invoicing period.
Ms. El Morsy informed that SAWA received payment from RCA and that another one hundred and seven thousand will be coming in electronically.

VI. ACTION ITEMS

a. Discussion and Possible Action Regarding a Policy and Procedure to Recruit New Class A (Designating Agencies) and Class B Representation on SAWA's Board of Directors

Mr. Powers inform the Board that this is the draft policy that stems back to 2018 when the majority of the Board requested to have a policy and procedures put in place when considering and vetting potential new Class A and/or Class B Directors for SAWA. Mr. Powers stated that the policy does nothing to change the SAWA bylaws or the SAWA articles of incorporation. This policy is a result of several meetings and input received from the Board as well as the Admin Committee. The draft policy that is before the Board is to provide guidelines or assistance to the Board if the Board ever wants to consider adding a Category A or Category B Director.
Mr. Mills spoke with SJBRCD Board in regards to the policy and he reported that SJBRCD still has considerable questions and finds a few things in the policy to be inappropriate. For one, where the policy says "identification of potential designating agencies" it says that the Executive Director can initiate that, SJBRCD Board do not feel that it is appropriate for staff to be trying to bring on board members. Another issue Mr. Mills wanted to bring to attention was that when it came to a Category B membership in the draft policy, there were many details on how to identify a potential Class B candidate, but he did not see it for Category A members in the policy. Lastly, Mr. Mills said the policy states that Category A has to be a designated agency because of the way the bylaws are written, but it also states that Category B can only be an individual. Mr. Mills asks for clarification as to why a Category B could not be an agency as well. Mr. Mills also wanted clarification on why the policy needed to state how to vote, if it is already in the bylaws.
Mr. Powers responded in regards to Mr. Mills' first point about the Executive Director having the ability to bring potential candidates to the Board stating this policy is subject to the Board's approval with or without modifications. If the Board wants to modify portions of this policy, they can do that. Mr. Powers stated that the Board just need a motion and a majority vote with direction to staff and himself with modifications the Board would like to see. Mr. Powers addressed Mr. Mills' comment about the guidelines for Class B's vs. Class A's. Mr. Powers stated that if the Board would like the same criteria for considering Class A directors as it states for Class B, then it is something that can easily be carried over with a motion and majority vote from the Board. The draft presented is not set in stone and can be modified with majority vote. Lastly, Mr. Powers answered Mr. Mills question stating that, yes, Class B's can be organizations, entities and not just individuals. The bylaws do not limit Class B to be just Directors and not designated agencies. Class B directors could be either a person representing on behalf of an agency or the SAWA Board could vote to add a Category B designated agency with a director. The difference with Category B, is that the SAWA board elects the director for the Category B agency whereas with the Category A's the respective designated agencies appoint their own representative to the SAWA board.

Mr. Russell asked if the voting procedure is already in the bylaws, why does it need to be included in the policy. Mr. Russell believes you could remove that and have the policy strictly be the recruitment and procedures be the policy.
Mr. Powers explained that yes, the bylaws provide the procedure. The bylaws are purely procedural as to how the SAWA Board goes about adding new Category A or Category B directors and agencies.
The policy stemmed from a Board discussion in 2018 where the majority of the board expressed a desire to have some guidance, not just procedure, as to what should be considered if/when the SAWA board ever wants to bring on a Category A and Category B. There was a discussion and a desire to have parameters and guidance as to the criteria that should be considered by Board members when a new Category A or B should be considered since the bylaws do not provide that guidance and just procedures.
Mr. Russell stated that he believes that they should be two separate things. It should be the Board recruitment policy and procedure to be one and the voting procedure should be another. After Mr. Powers' explanation, Mr. Russell stated that he believed there to be confusion in the wording. Mr. Powers responded that he could change the wording for clarification. Mr. Russell also wanted to address the actual recruitment procedure where it states the recognition of SAWA's forward looking corporate goals. Mr. Russell believes that belongs in the long-range objectives or strategic plan, which has not been updated. Mr. Russell thinks the long range objectives should be updated.
Chairperson Neugebauer stated in response to Mr. Russell that this organization has grown dramatically in the last two to three years. This policy is about growing this organization and it is in the best interest of SAWA to do so. Director Neugebauer called for a vote and asked if there is motion to approve.
Director Zembal moved to approve the Policy and Procedure to Recruit New Class A Designating Agencies and Class B Representation on SAWA's Board of Directors with clarifications requested by Director Mill and Director Russell. Director Parkes seconded and the motion passed 3-2

Neugebauer	Aye	Russell	*Nay*	Parkes	Aye
Zembal	Aye	Mills	*Nay*		

GENERAL ITEMS

VII. SAWA PROJECT REPORTS

a. Brian Brady, Executive Director – SAWA
Absent

b. Kerwin Russell – RCRCD
Mr. Russell did not have any updates at this time, only that RCRCD is waiting for rain.

c. Dick Zembal – OCWD
Mr. Zembal did not have any updates at this time.

d. Rick Neugebauer – Temecula-Elsinore-Anza-Murrieta RCD
Mr. Neugebauer did not have any updates at this time.

e. Mandy Parkes – Inland Empire RCD
Ms. Parkes reported that the National Association of Conservation Districts is in the middle of several grants announcements.

f. Brett Mills – San Jacinto Basin RCD
Mr. Mills reported that SJBRCD continue doing conservation mitigation work.

g. Bonnie Johnson – OCWD
Absent

h. Jennette El Morsy, Administrative Services Manager – SAWA
Ms. El Morsy reported on finalizing the 2020 Audit. The State Fund Workers' Comp Audit is complete with no issues. The IRS form 5500 was accepted. Ms. El Morsy reported working on the 2022 financial budget and part of that is the renewal of the MSHCP Office Lease, which expires December 2021. The warehouse lease is up as well. Ms. El Morsy submitted IRS 2020 Taxes on November 15th. HR is recruiting for HRS technicians. Employee Benefits Renewal went well and Ms. El Morsy is preparing for the year-end.

i. James Law, Habitat Restoration Services Manager – SAWA
Mr. Law reported on new job proposals and tasks including Prop 84 site management/bid walk/contracting/removal, City of Riverside – SAR, Upstream Sunnyslope project and two projects with VCS. Mr. Law also updated on other work within individual member agencies jurisdictions:

- Temecula-Elsinore-Anza-Murrieta RCD: The HRS department conducted homeless monitoring, Riv Flood – Lake Elsinore Outlet Channel and is treating the TEAM RCD – Riv Flood Project.
- Riverside-Corona RCD: The HRS department conducted treatments at Prop 84.
- Inland Empire RCD: The HRS department conducted treatments at: CDFW unassigned, Chino Hills – Carbon Canyon, Prop 84 and San Timoteo.
- San Jacinto Basin RCD: The HRS department conducted treatments at: Wolfskill 1.2 and Wolfskill 1.47.
- Orange County Water District: The HRS department conducted treatments at: Prop 84, Santiago II, Irvine Park and CDFW unassigned.

j. Melody Aimar, Biological Monitoring Programs Manager – SAWA
Ms. Aimar reported on MSHCP Dept. Monthly WRC MSHCP Management and Monitoring Coordination Meeting Cancelled. Staff working from home, staggering in office, using personal vehicles and SAWA trucks. Mr. Campanella managing remote workflow. All-hands meeting on 11/10 and Monthly Leads meeting via Zoom. Ms. Aimar, avian & mammal leads attended Tri-County Interagency Working Group Meeting. Ms. Aimar attended monthly RCA Managers Meeting. Ms. Aimar is coordinating Wilderness First Aid training with RivCo Parks, CDFW, IERCD. Data archive and server file clean up in progress. Ms. Amiar also updated on other MSHCP work including:

- Rare plants: Conducting Engelmann Oak surveys.
- Purple Martin: Report in progress.
- California Spotted Owl: Report in progress.
- Tri-colored Blackbird: Surveys in progress.
- Mammals: Prep for Long-tailed Weasel surveys.
- Herps/Fish: Training Lead.
- Clinton Keith Overcrossing: Camera traps at overcrossing/undercrossing. New cameras installed to detect butterfly use.
- Quino Checkerspot Butterfly: Report in progress.
- Delhi Sands Flower-loving Fly: Surveys complete. Arthropod surveys complete. Vegetation surveys complete.
- Data/GIS Analysis: Transition to electronic data collection in progress.

Ms. Aimar reported on WHMS Dept. BHCO – Winter traps open in Prado and San Jacinto. Annual Vireo report – Final Draft to agencies 11/12. Ms. Aimar coordinating with SBVMWD and RivCo Parks Rangers on homeless camp safety. Ms. Aimar coordinating with IERCD, CDWF,

RivCo Parks to schedule Wilderness First Aid training. California Least Tern monitoring data complete. Vireo Noise Study in San Tim (SBCTA) in progress. Ms. Aimar attends multiple weekly virtual meeting(s). Staff Zoom meeting(s) as needed. Creating vireo/cowbird database on hold until fall. Three IEUA proposals in progress. Ms. Aimar attended SBVMWD Water Quality Working Group meeting. Ms. Aimar also updated on other work within individual member agencies jurisdictions:

- Inland Empire RCD: Goose Creek Vireo Draft complete.
- Orange County Water District: Prop 84 Arundo biomonitoring in progress as needed, monthly meeting. Bat/Swallow diet study DNA sampling/analysis complete, report in progress. Sunnyslope SAS restoration and substrate surveys. Vegetation removal on 11/17. Ms. Aimar attends weekly NR meeting.
- Temecula-Elsinore-Anza-Murrieta RCD: No work this month.
- Riverside-Corona RCD: No work this month.
- San Jacinto Basin RCD: No work this month.

VIII. BOARD MEMBER COMMENTS

There were no Board Member comments at this time.

IX. NEXT MEETING – December 16, 2021 will be held at the SAWA Headquarters, 1835 Chicago Avenue, Suite C, Riverside, CA 92507 and remotely via Zoom.

X. ADJOURN – The meeting adjourned at 9:49 A.M.

Notice: All open session agenda materials will be available for inspection by members of the public at the SAWA office located at 1835 Chicago Avenue, Suite C, Riverside, CA 92507. Please contact Maria Arellano at (951) 780-1012 x106 for this information (Government Code Section 54957.5). In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Administrative Services Manager at (951) 780-1012 x101. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

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