COMMISSIONERS PRESENT

Thomas P. Evans, Chair, Western Municipal Water District
Ed Killgore, Vice Chair, San Bernardino Valley Municipal Water District
Ronald W. Sullivan, Secretary-Treasurer, Eastern Municipal Water District
Phil Anthony, Orange County Water District
Terry Catlin, Inland Empire Utilities Agency

COMMISSIONERS ABSENT

None.

ALTERNATE COMMISSIONERS PRESENT; NON-VOTING

Jasmin Hall, Alternate, Inland Empire Utilities Agency [9:46 a.m.]

STAFF PRESENT

Celeste Cantú, Rich Haller, Larry McKenney, Mark Norton, Karen Williams, Dean Unger, David Ruhl, Ian Achimore, Mike Antos, Kelly Berry

The Regular Commission Meeting of the Santa Ana Watershed Project Authority was called to order at 9:30 a.m. by Chair Evans at the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL

Roll call was duly noted and recorded by the Clerk of the Board.

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES: MARCH 15, 2016

Recommendation: Approve as posted.

B. USE OF BUILDING RESERVE FUNDS FOR REPLACEMENT OF TWO AIR CONDITIONING UNITS (CM#2016.22)

Recommendation: Authorize the use of $10,700 from the Building Reserve Fund to replace two air conditioning units: Unit 8 and Unit 9.

MOVED, approve the Consent Calendar.

Result: Adopted (Unanimously; 5-0)

Motion/Second: Catlin/Sullivan

Ayes: Anthony, Catlin, Evans, Killgore, Sullivan

Nays: None

Abstentions: None

Absent: None
5. WORKSHOP DISCUSSION AGENDA

A. STRATEGIC ASSESSMENT – NEXT STEPS

Chair Evans provided a brief overview of the strategic assessment to date, noting that we are not here by accident and that the Commission’s decisions which brought us to this point in time were made within its jurisdiction. Chair Evans referenced three letters he recently received from member agencies (copies where provided to the Commission and the public) addressing this process moving forward, and gave the following breakdown of specific points and where the future should lead:

- **SAWPA’s challenges are an outgrowth of its success in many different roles over more than four decades**
- **Continued success depends on addressing issues of every level, including:**
  - Achieving better alignment around mission and purpose
  - Clarifying governance roles and decision-making responsibilities and process
  - Providing resources appropriate to current and future commitments
- **Because these issues are interdependent, the path forward should embrace all of them.**

Moving forward, Chair Evans and Paul Brown recommended concentrating on SAWPA’s three business lines, mentioned below, and working through a process to clarify where we are, where we are going, and how we are going to get there, then reflect that against the mission.

1. Facilities Operations & Management (Brine Line)
2. Collaborative Planning & Facilitation (Roundtables)
3. One Water One Watershed (OWOW)

Chair Evans recommended extending Paul Brown’s contract to utilize his expertise as we continue working through this process.

Paul Brown noted he and Chair Evans had discussed the input they had received in this initial phase, and he agreed with Chair Evans’ recommendation to first work through a process to clarify SAWPA’s three business lines – in each one of these areas, what are we doing, what are we trying to achieve, and how could we become better. This progression, outlined in the table below, would define, develop, identify and prioritize each business line:
Paul Brown noted the process would include the same group of people he initially interviewed (Commissioners, Alternate Commissioners, SAWPA staff, and general managers); and he emphasized the need for group diversity to better define objectives and critical success factors. These steps would translate into the things SAWPA would do (or propose to do) differently into the future – changed processes; activities and tasks SAWPA would undertake.

With the clarification of what the priorities are (or become), we would build mission and strategies and define how the policy decisions should be made for each business line, including specificity of the role of the general managers in implementing each program, as well as how SAWPA ensures budget and resources are available to achieve its objectives and commitments.

- What are the objectives, CSFs, and PATs for each business line?
- How should policy-level decisions be made for this business line?
- What is the appropriate role of the member agency GMs in the decision-making process?
- How should future priorities and resources be identified and committed to?

Chair Evans recommended scheduling two future workshops – perhaps the Brine Line and Roundtables could be discussed in one session and OWOW in another.

A discussion ensued as to timing and the initiation of this process; it was the consensus of the Commission to schedule the following two workshops:

April 28, 2016; 10:00 a.m. – 2:00 p.m. [Discussion Topics: Brine Line and Roundtables]
May 10, 206; 9:00 a.m. – 1:00 p.m. [Discussion Topic: OWOW]

Paul Brown will provide all participants with a basic format outlining information necessary for defining objectives, CSFs and PATs of each business line. It was agreed everyone would complete and return to Paul Brown his questionnaire; information would be consolidated by Paul Brown for use during the workshops.

Commissioners also requested copies of establishing contract/grant documents obligating SAWPA relative to each roundtable. Larry McKenney outlined Section 18 of SAWPA’s JPA and provided a brief explanation of purpose and powers of Project Committees. In practice, Section 18 has been implemented through an agreement for each Roundtable and budget for each Roundtable, which is built into the SAWPA budget.

MOVED, continue to retain the services of Paul Redvers Brown Inc. through the conclusion of this process, and authorize an increase in the amount of Task Order No. PRB100-01 not to exceed $15,000.

Result: Adopted (Unanimously; 5-0)
Motion/Second: Evans/Anthony
Ayes: Anthony, Catlin, Evans, Killgore, Sullivan
Nays: None
Abstentions: None
Absent: None

B. STRATEGIC ASSESSMENT ROUNDTABLE PROJECTS [CONTINUED] (CM#2016.23)

Chair Evans noted staff had provided copies of the reports recently requested by Commission, which were also copied onto thumb drives provided to the Commissioners and available to the public. Staff also provided two tables showing detailed information for each roundtable relating to start date, labor hours, SAWPA contributions, other contributions, and grant funding.
6. **NEW BUSINESS**

A. **CORRESPONDENCE FROM ORANGE COUNTY STAKEHOLDERS**
   Celeste Cantú noted the correspondence contained in the agenda packet which was received from Orange County stakeholders, and reported on a subsequent meeting with Commissioner Anthony, Commissioner Sullivan, Peer Swan, Chair, Newport Bay Watershed Executive Committee, Greg Woodside, OCWD, to discuss OWOW moving forward and agreement on principles Peer Swan had put forth many years ago, such as OWOW investments would help everyone and hurt no one. Another meeting will be held the second half of May.

B. **STATUS OF ISSUES – INLAND EMPIRE BRINE LINE (CM#2016.26)**
   Rich Haller provided a status PowerPoint presentation on issues relating to the Inland Empire Brine Line, including the SAWPA Ordinance update timetable, OCSD local limit revisions and Ordinance updates, the TSS formation billing formula and award of contract/notice to proceed on the Reach V relocation to Nichols Road.

7. **INFORMATIONAL REPORTS**
   **Recommendation:** Receive and file the following oral/written reports/updates.

   A. **CHAIR’S COMMENTS/REPORT**
   B. **COMMISSIONERS’ COMMENTS**
   C. **COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS**

8. **CLOSED SESSION**
   At 12:04 p.m., Chair Evans recessed the meeting to Closed Session for consideration of Agenda Item No. 8.A., discussion of which included Rich Haller and David Ruhl.

   A. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)**
      Company Names: Charles King Company; Spiniello
      Chair Evans resumed Open Session at 12:28 p.m. There was no reportable action.

9. **ADJOURNMENT**
   There being no further business for review, Chair Evans adjourned the meeting at 12:28 p.m.
Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, April 19, 2016.

[Signature]
Thomas P. Evans, Chair
Attest:

[Signature]
Kelly Berry, CMC
Clerk of the Board