

# Minutes

Sacramento Suburban Water District  
**Employee Benefits Ad Hoc Committee**  
Wednesday, June 16, 2021

## Location:

Video and Audio Conference at 1-669-900-6833, or Zoom at Meeting Id # 835 0959 3613  
3701 Marconi Avenue, Suite 100, Sacramento, CA 95821

## Call to Order – Videoconference/Audioconference Meeting

Chair McPherson called the meeting to order at 3:30 p.m.

## Roll Call

Directors Present: Kevin Thomas and Kathleen McPherson.

Directors Absent: None.

Staff Present: General Manager Dan York, Heather Hernandez-Fort, Susan Schinnerer, Matt Underwood, and Jeff Ott.

Public Present: Josh Horowitz, Bill Eubanks, Dave Jones, Robert Wichert, and Craig Locke.

## Announcements

General Manager, Dan York (GM York) announced:

- A Financing Corporation Board Meeting is scheduled for Monday, June 21, 2021, at 5:45 p.m.

## Public Comment

None.

## Consent Items

### 1. Minutes of the May 3, 2021 Employee Benefits Ad Hoc Committee Meeting

Director Thomas moved to approve the minutes of the May 3, 2021, Employee Benefits Ad Hoc Committee meeting, Chair McPherson seconded. The motion passed by unanimous vote.

AYES:	Thomas and McPherson.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

## **Items for Discussion and Action**

### **2. Employee Handbook Review**

GM York presented the staff report.

Legal Counsel Josh Horowitz (Mr. Horowitz) added that he felt the timeline was appropriate.

Discussion ensued over the timeline of the Employee Handbook update and what would be separated from the Employee Handbook.

Mr. Horowitz expressed he would assist staff with separating what the responsibility of the Board was, versus what the responsibility of the General Manager was.

Chair McPherson stated that she wanted the sections regarding Policy to be cited with reference to when the policy was last approved.

Mr. Horowitz clarified that it would reference when amended the same way all other Board Policies were noted.

Chair McPherson expressed she wanted it to be very clear in the Employee Handbook when each policy was passed, and how each Director voted.

GM York noted staff would begin processing a draft and bring that draft to the Board for review.

The Committee agreed to recommendation 1, to complete the Employee Handbook update by December 31, 2021.

The Committee was split on recommendation 2, to complete the process of updating the Employee Handbook before addressing any changes to the content of the Employee Handbook.

Director Thomas was ok with recommendation 2, while Chair McPherson disagreed, expressing she did not want to stop progress on other items that the Committee was already working on, nor was she interested in only working on the Employee Handbook for the remainder of the year.

GM York stated some of the other Directors expressed at the last Board meeting that they preferred to not piecemeal the Employee Handbook, and he was hopeful that the Committee could focus on working on the Employee Handbook until that was complete, then review the parts of the Employee Handbook that were under the purview of the Board.

Chair McPherson expressed she was aware the other Directors were not interested in looking at the details of the Employee Handbook right now, however, she was not interested in the Committee only focusing on the Employee Handbook for the remainder of the year.

William Eubanks (Mr. Eubanks) supported Chair McPherson's suggestion to note policy changes going forward, but inquired why she felt the need to include how each Director voted in each policy.

Chair McPherson expressed she felt it provided transparency for the rate payers as well as the Directors. She additionally expressed she was only interested in recording each Directors vote going forward.

The Committee agreed to recommendation 1, to complete the Employee Handbook update by December 31, 2021, however they disagreed with recommendation 2.

### **3. Employee Handbook Review - Sick Leave**

Susan Schinnerer (Ms. Schinnerer) presented the staff report and answered clarifying questions.

Chair McPherson expressed she was interested in removing anything that had to do with a payout of sick leave. She additionally stated she was interested in seeing a proposal that would convert unused sick leave to CalPERS service credits upon retirement. She additionally wanted to remove the ability to convert unused sick leave to any deferred compensation credits as well.

Ms. Schinnerer clarified that most agencies do payout sick leave or count it as service credit.

Chair McPherson expressed the benefits for staff were too high, and they should be more realistic. She restated she would like to see any sick leave payout eliminated as she didn't feel it was a paid benefit. She added that the sick leave should be unlimited.

Director Thomas disagreed with Chair McPherson noting he was not interested in making any changes on this at this time. He additionally stated he would be interested in making changes going forward, but that he did not want to take anything away from any current employee that was given to them.

Chair McPherson stated that she was not taking anything away, as the employees had many other benefits, noting she felt this benefit was excessive.

Ms. Schinnerer reminded the Committee that the payout if an employee was over the 240 hours, was at half the employee's rate of pay.

GM York expressed he could bring the item to the full Board with a split vote from the Committee if they wished.

Chair McPherson recommended to complete the process of updating the Employee Handbook before addressing any changes to the content of the Employee Handbook.

The Committee agreed to do nothing until the Employee Handbook update is complete.

## **Adjournment**

Chair McPherson adjourned the meeting at 4:23 p.m.

Mr. Eubanks inquired if Chair McPherson was going to ask for public comment.

Chair McPherson expressed she was not, as the Committee did not do anything so she felt there was no need for public comment.

Mr. Eubanks expressed he had a public comment.

Chair McPherson expressed the meeting was adjourned, so his comments were off record.

Mr. Eubanks commented the he supported Chair McPherson's point of view, expressing staff should not get paid out for sick leave.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District