

Minutes

Sacramento Suburban Water District
Employee Benefits Ad Hoc Committee
Wednesday, September 1, 2021

Location:

Video and Audio Conference at 1-669-900-6833, or Zoom at Meeting Id # 850 4335 8831
3701 Marconi Avenue, Suite 100, Sacramento, CA 95821

Call to Order – Videoconference/Audioconference Meeting

Chair McPherson called the meeting to order at 4:00 p.m.

Roll Call

Directors Present: Kevin Thomas and Kathleen McPherson.

Directors Absent: None.

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

Public Present: Josh Horowitz, William Eubanks, Dave Jones, and Craig Locke.

Announcements

None.

Public Comment

William Eubanks (Mr. Eubanks) inquired if Chair McPherson was going to allow public comments at the meeting.

Chair McPherson expressed she would.

Consent Items

1. Minutes of the June 16, 2021, Employee Benefits Ad Hoc Committee Meeting

Chair McPherson introduced the item.

Mr. Eubanks inquired if Director Thomas agreed that the minutes were a factual account of what occurred in the last meeting.

Director Thomas answered that he agreed.

Mr. Eubanks expressed that it was the worst meeting he had attended, and stated Chair McPherson did not conduct the meeting appropriately.

Chair McPherson disagreed with Mr. Eubanks and expressed that she welcomed Mr. Eubanks comments.

The Committee unanimously approved Item 1.

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

Items for Discussion and Action

2. Employee Handbook Review

General Manager, Dan York (GM York) introduced Susan Schinnerer (Ms. Schinnerer) who presented the staff report and answered clarifying questions.

Chair McPherson expressed she was not in favor of keeping everything in one handbook; rather she was interested in splitting up what is the responsibility of the Board, and what is the responsibility of the General Manager.

Legal Counsel Josh Horowitz (Mr. Horowitz) explained that for ease of comprehension, staff thought it would be better to keep the two in the current format, however it was up to the Committee to make their recommendations to the full Board.

Chair McPherson additionally expressed she felt it was important for there to be a way to identify when the policy was passed, by which Directors, and how they each voted, as she felt that would help keep things very transparent.

Mr. Horowitz clarified how policies were reviewed by the Board, noting all of the Board identified policies from the handbook could be pulled and placed in their own separate policy, if that was what the Board agreed to. He additionally assured Chair McPherson that the conditions from the mismanagement from Carmichael Water District does not exist at the District, explaining there is an appropriate line of authority and delegation at the District. He additionally reminded the Committee that the Board has a number of policies that control benefits and expenditures on benefits, which they oversee.

Chair McPherson inquired how the Directors knew when the policies were created and by whom.

Mr. Horowitz reminded the Committee that, as directed by previous Boards, all District policies have an initial adoption date, as well as the date the policy was last reviewed.

Chair McPherson stated she was interested in having dates and how each Director voted included in the handbook, as she felt she was not getting that historical information from staff.

GM York clarified that if Chair McPherson would identify exactly what she would like, staff would provide her with it.

Mr. Horowitz reminded the Committee that they had an opportunity to have a comprehensive review of the handbook going forward, noting that if the Board agreed to

track all changes, they could do that going forward. He expressed it would not be particularly relevant to dig up the history of how many times it was changed and by whom each change was made.

Chair McPherson expressed she was not interested in gathering dates from the past, but rather she was interested in going forward with dates and which Director voted for what, noting she has never suggested it be done in retrospect.

Ms. Schinnerer inquired if the Committee was happy with the suggestions staff presented in the staff report.

The Committee was ok with staff's suggestions and recommendations in the staff report.

Chair McPherson expressed she would like to see different examples of how the handbook could be laid out, including dates and annotations, to be clear when a section was approved, and how each Director voted.

Mr. Horowitz explained the policy update process, noting the general custom was to identify the date of the change, but how they voted and the redline would be in the staff reports, and generally not included in the final policy.

Chair McPherson restated that she was not interested in anyone having to go through minutes or past Board packets to find out how their representative voted on a policy.

Mr. Horowitz expressed the Board would need to vote on that change, expressing that it might be cumbersome to have that much information in a policy, however, if that was the desire of the Board, that is what staff would do.

Ms. Schinnerer further expressed staff could always provide further detailed information if requested.

Chair McPherson suggested placing initials of who voted and how they voted. She further expressed she wanted to have more confidence in the relevance, appropriateness, and timeliness of benefits policies. She additionally recapped that the Committee agreed with the staff suggestions in the handbook, and noted that staff will come up with some annotation suggestions that the Board can decide on.

GM York suggested to include the numerical vote as an option as well, such as 3/2 or unanimous, etc.

Adjournment

Chair McPherson adjourned the meeting at 5:01 p.m.

Dan York
General Manager/Secretary
Sacramento Suburban Water District