



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

TEL: (831) 384-6131 FAX: (831) 883-5995

DIRECTORS

THOMAS P. MOORE
President

JAN SHRINER
Vice President

HERBERT CORTEZ
PETER LE
MATT ZEFFERMAN

Board of Directors
Budget and Personnel Committee Meeting
Marina Coast Water District
December 8, 2020 at 1:00 p.m.

Due to Governor Newsom's Executive Order N-29-20 and recommendations on protocols to contain the spread of COVID-19, staff and Committee members will be attending the December 8, 2020 meeting remotely from various locations and the meeting will be held via Zoom conference. There will be NO physical location of the meeting.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89105988222?pwd=am1KbWxPWXFYdGRjKzdxSzhKSHlvQT09>

Password: 223761

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

Webinar ID: 891 0598 8222

Password: 223761

Committee Members

Jan Shriner

Herbert Cortez

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.

1. Call to Order
2. Public Comments 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.*
3. Approve the Draft Minutes of the November 10, 2020 Meeting
4. Discuss Succession Planning
5. Identify Agenda Items for the Next Committee Meeting
6. Committee Member Comments
7. Adjournment - *Next Meeting: January 12, 2021*

Draft Minutes
Budget and Personnel Committee Meeting

November 10, 2020

1. Call to Order:

The November 10, 2020 Budget and Personnel Committee meeting was called to order at 1:02 p.m. by Vice President Shriner. In attendance via Zoom teleconference were:

- Committee members: Vice President Shriner and Director Cortez
- Staff: Keith Van Der Maaten and Paula Riso
- Public members: none

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

There was no public comment.

3. Approve the Draft Minutes of the July 14, 2020 Meeting:

Director Cortez made a motion to approve the minutes of July 14, 2020. Vice President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

4. Discuss Succession Planning:

Mr. Van Der Maaten gave a brief explanation of why succession planning for the Finance and Administrative Services is needed. Director Cortez voiced his concerns over adding another position to the accounting department since an additional position was just approved earlier this year. He stated that it was a huge red flag and questioned the need for the additional position. Vice President Shriner commented that this was more of a brainstorming session and suggested that the future GM be involved when they come on board. Discussion followed. Mr. Van Der Maaten thanked the Committee for their feedback and noted this will be discussed again at the next meeting.

5. Identify Budget and Personnel Agenda Items for the Next Committee Meeting:

The same items would be discussed in December. Vice President Shriner suggested the mid-year budget be discussed at the January meeting.

6. Committee Member Comments:

Director Cortez commented that he has enjoyed his time with Mr. Van Der Maaten and he's going to keep asking as many questions as he can before Mr. Van Der Maaten leaves. Vice President Shriner said everyone will surely miss Mr. Van Der Maaten after he leaves.

7. Adjournment:

Meeting adjourned at 1:43 p.m.