

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
JUNE 22, 2022 AT 12:00 P.M.**

With passage and signing of AB 361 and in light of the ongoing Statewide State of Emergency originally declared by Governor Newsom on March 4, 2020, WQA Board Meetings will continue to be conducted via remote teleconferencing, subject to the requirements of Government Code Section 54953(e). Due to the essential nature of the WQA Board Meetings in conducting Authority business, this WQA Board meeting took place online and teleconference.

CALL TO ORDER

The Chairwoman called the regular meeting of the San Gabriel Basin Water Quality Authority to order and reviewed the actions anticipated on the agenda for the meeting.

ROLL CALL OF BOARD MEMBERS

Valerie Munoz, Mark Paulson, Bob Kuhn, Lynda Noriega, Michael Whitehead, Ed Chavez, and Robert Gonzales

BOARD MEMBERS ABSENT

None.

STAFF MEMBERS PRESENT

Randy Schoellerman, Executive Director; Stephanie Moreno, Executive Assistant/Outreach Coordinator; Dan Colby, Assistant Executive Director/Senior Project Manager; Mary Saenz, Director of Finance; Michelle Sanchez, Admin/Accounting Assistant; Richard Padilla, Legal Counsel

MEMBERS OF THE PUBLIC PRESENT

None.

MEMBERS OF THE PUBLIC THAT PARTICIPATED VIA ONLINE/TELECONFERENCE

Brian Bowcock, Three Valleys MWD; Gabriel Monares, The Monares Group; Lenet Pacheco, Valley County Water District; Chris Lancaster, Civic Publications; Robert DiPrimio, San Gabriel Valley Water Company; Anthony Esheveste,

PUBLIC COMMENT

Mr. Bowcock commended Mr. Schoellerman on the City Webinar that the WQA held the previous day.

ITEMS TOO LATE TO BE AGENDIZED

None.

CONSENT CALENDAR

Mr. Kuhn requested that item (h) be pulled for discussion.

Ms. Noriega moved to approve the consent calendar with the removal of item (h). Mr. Kuhn seconded the motion, and it was approved by the following roll call vote.

**AYES: MUNOZ, PAULSON, KUHN, NORIEGA,
WHITEHEAD, CHAVEZ, GONZALES**

NO: NONE

ABSENT: NONE

ABSTENTIONS:

Mr. Whitehead abstained from Project Demand No. E91542.
Ms. Noriega abstained from Project Demand No. E91541.

Mr. Kuhn asked if the WQA pension plan allows for employee contributions.

Ms. Saenz commented that the plan does not allow for employee contributions.

Mr. Kuhn asked if staff could look into a plan that would allow for employee contributions.

Ms. Saenz commented that staff would do that and indicated that WQA does have a 457 deferred compensation plan that employees can contribute to.

Ms. Noriega asked if there were any other employee participation programs that could be considered.

Ms. Saenz commented that staff would look into other programs.

Mr. Kuhn moved to approved item (h) Resolution No. 22-010 (WQA Employee Pension Plan Amendment & Restatement). Mr. Gonzales seconded the motion, and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA,
WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

COMMITTEE REPORTS

Administrative/Finance Committee Report

*Discussion/Action Regarding
Continued Participation in the
Coalition for Environmental
Protection Restoration and
Development (CEPRD)*

- *Approve Continued
Participation in CEPRD*

Mr. Schoellerman reported the minutes for the committee meeting were enclosed for review.

Mr. Schoellerman reminded the Board that the WQA played a key role in developing the 97-005 User Guide for the permitting of highly impacted water supply wells with the Coalition for Environmental Protection, Restoration and Development (CEPRD). He noted that this past year staff helped to develop training materials and training webinars on the 97-005 process that allowed participants to get contact hours to benefit their water treatment operator certification

- *Approve Demand No. E91543 for \$25,000*

requirements. He indicated that now staff is recommending continuing that participation and support of the group in furtherance of policies regarding contaminants of emerging concern (CECs) such as PFAS and PFOA. Additionally, he noted that the Administrative/Finance Committee reviewed this item and has recommended approval.

After brief discussion, Mr. Kuhn moved to approve the continued participation in CEPRD and to approve Demand No. E91543 for \$25,000. Mr. Whitehead seconded the motion, and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA,
WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

*Discussion/Action Regarding
Federal Funding Program
Administration (FFPA)*

Mr. Schoellerman reported that In March 2022, the federal FY22 budget omnibus bill was signed into law which included a \$10 million earmark for the Restoration Fund. Having not conducted a full FFPA funding round since 2014, staff determined it would be prudent to review and update the guidelines prior to proceeding with another round of funding. He indicated that staff is currently working with the USBR to access the FY22 earmarked funds. Unfortunately, USBR has required an update to WQA's current funding agreement which is delaying the next round of FFPA solicitations. In order to expedite the FFPA process, staff recommends proceeding with the solicitation prior to full execution of the updated funding agreement with URBR as soon as staff is confident the funds will be available to WQA. He indicated that The Administrative/Finance Committee has recommended Board approval of the updated FFPA guidelines in anticipation of the next round of FFPA funding.

Mr. Kuhn asked if anything changed within the budget due to the delay.

Mr. Schoellerman commented that nothing has changed.

After brief discussion, Ms. Noriega moved to approved the Federal Funding Program Administration Guidelines. Mr. Paulson seconded the motion and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA,
WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

Discussion/Action Regarding Cost of Living Adjustment

Mr. Schoellerman reported that Procedure 40 establishes the Cost-of-Living Adjustment (COLA) procedures for WQA Employees. The COLA increase is based on the April Consumer Price Index for All Urban Consumers (“CPI-U”). He indicated that the CPI-U percentage increase from April 2021 to April 2022 is 7.9%. He noted that the Administrative/Finance Committee has recommended this for approval.

Mr. Kuhn moved to increase the salary ranges for employees by 7.9% according to Procedure 40 and to increase the staff salaries by 7.9% according to Procedure 40. Mr. Gonzales and was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA, WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

Discussion/Action Regarding Job Description for Project Resource Specialist

Mr. Schoellerman reported that staff is planning to fill a vacant technical position with Project Resource Specialist that would report to the Assistant Executive Director/Senior Project Manager and provide technical support for the development, planning and funding of groundwater remediation projects that further WQA’s mission. The Project Resource Specialist position would also be responsible for the WQA’s GIS mapping and water quality database systems.

After brief discussion, Mr. Paulson moved to approve the job description for the Project Resource Specialist. Ms. Munoz seconded the motion, and it was approved by the follow roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA, WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

Legislative/Public Information Committee Report

Mr. Schoellerman reported the minutes for the committee meeting were enclosed for review.

*Discussion/Action Regarding
EcoVoices Institute Educational
Programs*

- *Approve Proposal From
EcoVoices*
- *Approve Demand No.
91544 for \$15,000*

Ms. Moreno reminded the Board that the WQA has participated in a summer youth outreach program with EcoVoices over the past six years. He indicated that the proposal that was submitted this year included the addition of some short water video stories that would focus on what quality and water treatment. She noted that the Legislative/Public Information Committee reviewed the proposal and recommended it for approval.

Ms. Noriega asked if the amount of the proposal was the same as the previous year.

Ms. Moreno commented that the amount of this proposal is the same as the previous years of \$15,000.

After some discussion, Mr. Kuhn moved to approve the proposal from EcoVoices and to approve Demand No. 91544. Ms. Noriega seconded the motion and it was approved by the following roll call vote.

AYES: MUNOZ, PAULSON, KUHN, NORIEGA,
WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

**OTHER
ACTION/INFORMATION
ITEMS**

***Discussion/Action Regarding SAS
114 Letter***

Ms. Saenz reported that enclosed with the agenda for review was the Statement on Auditing Standards (SAS) 114 Planning Letter for the audit of fiscal year ended June 30, 2022. She noted that the SAS 114 is an auditing standard that requires certain information be communicated between auditors and those charged with oversight of the organization being audited. WQA's auditors, Vasquez & Company LLP are communicating the information via this Planning Letter which they have addressed to the Board of Directors. She indicated that Ms. Cristy A. Canieda, the audit partner, has requested that she be contacted directly if board members have questions or need additional information.

***Discussion/Action Regarding
Resolution No. 22-011, A
Resolution of the Board of
Directors of the San Gabriel Basin
Water Quality Authority
Authorizing Entering into a***

Mr. Colby reported that the WQA has been invited to submit a final proposal for a Proposition 1 Round 3 implementation grant to expand and enhance WQA's existing Whitmore Street Groundwater Remediation Facility in the South El Monte Operable Unit. One of the submittals required to be submitted with the final proposal is the attached Board Resolution

Funding Agreement with the State Water Resources Control Board and Designating Representatives for the Whitmore Street Groundwater Remediation Facility Expansion Implementation Project

authorizing the Executive Director or designee to execute agreements with the State Water Resources Control Board pertaining to the grant agreement.

After Brief discussion, Mr. Kuhn moved to adopt Resolution No. 22-011. Ms. Munoz seconded the motion, and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA, WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

Discussion/Action Regarding Office Lease

Mr. Schoellerman reported that at the May 18, 2022 board meeting, the board deferred approval of WQA's office lease renewal, noted as Addendum #4 to the existing office lease, until specific language could be added about the timeframe for completion of proposed tenant improvements and repairs. He indicated that staff reached an agreement with property management that the lease terms and rent would remain the same until the improvements and repairs have been completed. Once the work has been completed the new lease would become effective according to the same terms reviewed by the board in May. Unfortunately, the property management was unable to provide the final Addendum #4 for the board to approve at this meeting. Therefore, Mr. Schoellerman suggested that the board may want to schedule a Special Meeting to meeting next to approve the final agreement once it was received.

Ms. Noriega asked if staff had a backup plan if the agreement was not satisfactory.

Mr. Schoellerman commented that he was confident that the agreement would be finalized.

After detailed discussion, Mr. Paulson moved to create an ADHOC committee with authorization to review and approve the final lease agreement along with the Executive Director. Mr. Kuhn seconded the motion, and it was approved by the following roll call vote:

AYES: MUNOZ, PAULSON, KUHN, NORIEGA, WHITEHEAD, CHAVEZ, GONZALES

NO: NONE

ABSENT: NONE

ABSTENTIONS: NONE

The Chairwoman appointed the following members to the ADHOC committee: PAULSON, NORIEGA, MUNOZ

PROJECT REPORTS

Mr. Colby reported that progress continues on the 12 site investigations in the SEMOU. He stated that 5 of the 12 sites have been investigated. He noted that staff did not submit a Proposition 1, Round 3 implementation application for the site investigation project as not enough data has been collected to insure a viable project.

He reported that the Whitmore Street Groundwater Remediation Facility has resumed operation after a recent carbon changeout.

Mr. Kuhn asked what happens to the old carbon after it is used for treatment.

Mr. Colby commented that it is incinerated and disposed of.

ATTORNEY'S REPORT

None.

LEGISLATIVE REPORT

Mr. Monares reported that AB 2163 is headed to the Senate floor with no opposition so far. He also reported that the WQA's FY23 \$10M federal appropriation request is moving forward.

EXECUTIVE DIRECTOR'S REPORT

Mr. Schoellerman thanked the Board for their approval of the cost of living adjustment for staff. He reported that Michelle Sanchez is leaving the WQA after 20 years and moving out of state. He noted that she will be missed. He indicated that staff will be working to find a replacement for her position.

FUTURE AGENDA ITEMS

Ms. Munoz commented that she would like Mr. Kuhn to work with her as an ad hoc committee on the Executive Director's performance evaluation.

FUTURE BOARD AND COMMITTEE MEETINGS

The next Administrative/Finance Committee meeting was scheduled for Tuesday, August 9, 2022, at 10am.

The next Legislative/Public Information Committee meeting was scheduled for Wednesday, August 10, 2022, at 11:00am.

The next WQA Board meeting is scheduled for Wednesday, August 17, 2022, at 12:00pm.

BOARD MEMBERS' COMMENTS/REPORTS

Mr. Kuhn wished Ms. Sanchez best of luck. He also congratulated staff on the FY 23 appropriation requests.

Ms. Noriega commended staff on the FFPA and noted that it has been a long time coming and the producers appreciate the

work.


Mr. Whitehead thanked Ms. Sanchez for her service at the WQA and wished her well.

Mr. Chavez thanked Ms. Sanchez for her service and commended Ms. Munoz and Mr. Gonzalez for their presentation to the City of Industry.

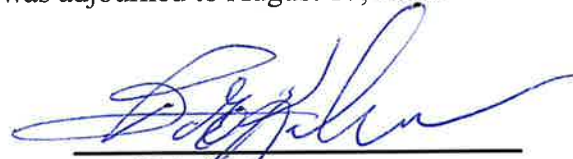
Ms. Munoz thanked Ms. Sanchez and noted that she will be truly missed.

ADJOURNMENT

The Chairwoman asked if there were any other items of business to come before the Board. There being none, the meeting was adjourned to August 17, 2022.



Valerie Munoz
Chairwoman



Bob Kuhn
Secretary