



RESOLUTION NO. 2021-01
RESOLUTION NO. PFA-03
ORDINANCE NO. 2021-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
SPECIAL BOARD MEETING**

JANUARY 8, 2021

Directors Present: Jeff Davidson, President
Cindy Secada, Vice-President
Scott Ratterman, Director
Bertha Underhill, Director
Russ Thomas, Director

Staff Present: Michael Minkler, General Manager
Matt Weber, General Counsel
Rebecca Hitchcock, Clerk to the Board
Charles Palmer, District Engineer
Rebecca Callen, Director of Administrative Services
Damon Wyckoff, Director of Operations
Jesse Hampton, Plant Operations Manager
Brad Arnold, Manager of Water Resources
Jessica Self, External Affairs Manager
Pat Burkhardt, Construction and Maintenance Manager
Stacey Lollar, Human Resources Manager
Tiffany Burke, Administrative Technician Sr.
Kate Jesus, Engineering Coordinator
Kelly Soulier-Doyle, Accounting Technician II
Holly Boehme, Customer Service Rep II

Others Present: John Woodling, Project Manager, GEI
Maria Pascoal, Engagement & Outreach, GEI
Ellen Cross, Facilitation, Strategy Driver, GEI
Albert Alt, County Administrative Officer
Shane Dante, Foothills Conservatory

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Davidson called the Regular Board Meeting to order at 1:09 p.m. and led the pledge of allegiance

2. PUBLIC COMMENT

Approved January 27, 2021

There was no public comment.

3. BOARD WORKSHOP

3a Presentation and Discussion on Strategic Planning

Discussion: Mr. Minkler, and John Woodling of GEI, introduced the Strategic Plan Board Workshop team, objectives, and agenda. Mr. Woodling reported the next Strategic Planning Workshops would be February 19 and March 19. Maria Pascoal presented the survey results. The survey was taken by 34 members of the District staff, management, and Board. The topics of the survey were mission, vision, values, goals and objectives, desired results and outcomes, significant threats and challenges, opportunities and leverage, definition of success, and suggestions. Ellen Cross led an interactive discussion with the Board to develop a mission and vision that expresses the District's purpose and drive. They continued developing values that instill the District's culture and how to carry forth its business. Mr. Woodling summarized the discussion and confirmed the next steps in the planning process.

PUBLIC COMMENT: There was no public comment.

4. NEXT BOARD MEETINGS

- Wednesday, January 13, 2021, 1:00 p.m., Regular Board Meeting
- Wednesday, January 27, 2021, 1:00 p.m., Regular Board Meeting

5. ADJOURNMENT

With no further business, the meeting adjourned at approximately 11:21 a.m.

Respectfully Submitted:



Michael Minkler
General Manager

ATTEST:



Rebecca Hitchcock
Clerk of the Board