

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
CARPINTERIA VALLEY WATER DISTRICT**

May 9, 2016

President Orozco called the special meeting of the Carpinteria Valley Water District Board of Directors held in the District Boardroom to order at 5:30 p.m., Monday, May 9, 2016 and led the Board in the Pledge of Allegiance.

Directors Present: Orozco, Holcombe, Van Wingerden and Forde

Directors Absent: Roberts

Others Present: Charles B. Hamilton
Ursula Santana
Jeff Dinkin
Mike Seaman

**ADJOURNED TO CLOSED
SESSION**

President Orozco adjourned the meeting at 5:32 p.m. to convene the Board into closed session for the following matters:

CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6. DISTRICT NEGOTIATOR: JEFFERY A. DINKIN; EMPLOYEE ORGANIZATION: INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 12.

CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6. DISTRICT NEGOTIATOR: CHARLES HAMILTON; UNREPRESENTED EMPLOYEES:

**Administrative Assistant - Confidential
Associate Engineer
District Engineer
Operations & Maintenance Manager
Assistant General Manager/Auditor**

CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6. DISTRICT NEGOTIATOR: JEFFREY A. DINKIN; UNREPRESENTED EMPLOYEE:

General Manager

**BOARD RECONVENED IN
OPEN SESSION**

At 7:25 p.m. President Orozco reconvened the Board meeting in open session.

**APPROVAL OF MOU
BETWEEN DISTRICT AND
INTERNATIONAL UNION
OF OPERATING
ENGINEERS, LOCAL 12**

President Orozco noted changes in the MOU providing for employees to increase their contributions towards medical insurance premiums effective the first pay period. Starting after May 11, 2016 the contribution will increase to \$68.75 for some employees, depending on plan selection; effective the first pay period starting after March 1, 2017 the contribution will be \$87.50 for some employees, depending on plan selection; effective the first pay period starting after March 1, 2018 the contribution will be \$106.25 for some employees, depending on plan selection; and effective the first pay period starting after March 1, 2019 the contribution will be \$125.00 for some employees, depending on plan selection. Following discussion, Director Holcombe moved and Director Forde seconded the motion to approve the Memorandum of Understanding between the District and the International Union of Operating Engineers, Local Union No. 12. The motion carried by a 4-0 vote, with Director Roberts absent.

**ADOPTION OF REVISED
PERSONNEL MANUAL
REVISED**

Following discussion, Director Van Wingerden moved and Director Holcombe seconded the motion to approve the revised Personnel Manual. The motion passed 4-0, with Director Roberts absent.

**JOB DESCRIPTION FOR
ADMINISTRATIVE
ASSISTANT**

Following discussion, Director Forde moved and Director Van Wingerden seconded the motion to approve the revised job description for the Administrative Assistant – Confidential. The description will now include that the classification may be appointed Secretary. The motion passed 4-0, with Director Roberts absent.

**EMPLOYMENT
AGREEMENT FOR
ADMINISTRATIVE
ASSISTANT –
CONFIDENTIAL**

Following discussion by General Manager Hamilton, Director Holcombe moved and Director Forde seconded the motion to approve the amended employment agreement for the Administrative Assistant- Confidential, which includes a provision for Premium Pay of 5% for the appointment of Secretary. The motion passed 4-0, with Director Roberts absent.

**RESOLUTION NO. 1007
APPOINTING URSULA
SANTANA AS THE
SECRETARY**

Following an introduction by General Manager Hamilton and discussion, Director Van Wingerden moved and Director Forde seconded the motion to adopt Resolution No. 1007 appointing Ursula Santana as the District Secretary pursuant to Water Code Section 30540. Resolution No. 1007 was adopted by roll call as follows:

Ayes: Van Wingerden, Orozco, Forde and Holcombe

Nayes: None

Absent: Roberts

**EMPLOYMENT
AGREEMENTS**

Following discussion, Director Holcombe moved and Director Van Wingerden seconded the motion to approve the employment agreements for the following:

1. Associate Engineer
2. District Engineer
3. Operations & Maintenance Manager
4. Assistant General Manager/ Auditor

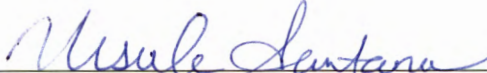
President Orozco noted that the Assistant General Manager Rosales will receive Premium Pay of 3% for the Auditor appointment, Operations & Maintenance Manager Stanford will receive a step increase six months early, District Engineer McDonald will continue to receive five administrative leave days and that all classifications will receive a 2% Cost of Living adjustment. The motion passed 4-0, with Director Roberts absent.

**EMPLOYMENT
AGREEMENT FOR
GENERAL MANAGER**

Following discussion, Director Van Wingerden moved and Director Forde seconded the motion to extend the General Manager's agreement to June 30, 2016, with a Cost of Living adjustment of 2% effective March 13, 2016. The motion passed 4-0, with Director Roberts absent.

ADJOURNMENT

President Orozco adjourned the meeting at 7:42 p.m.


Ursula Santana, Secretary