

BOARD OF DIRECTORS
INDIAN WELLS VALLEY WATER DISTRICT

ADMINISTRATION/EXECUTIVE COMMITTEE
MEETING MINUTES

WEDNESDAY, MARCH 3, 2021 – 3:00 P.M.

In accordance with the evolving Public Health Declaration, this meeting was held via video conference through WEBEX.com

Attendees via teleconference: Chuck Griffin, David Saint-Amand, Don Zdeba, Ty Staheli, Renee Morquecho, and Jason Lillion

- 1. Call to Order**
The meeting was called to order at 3:00 p.m.
- 2. Committee/Public Comments**
None.
- 3. California Special Districts Association (CSDA) Board of Directors Call for Nominations: Seat A**
The Committee made no recommendation and deferred to the Board for further discussion and action.
- 4. Concurring in Nomination to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA)**
The Committee reviewed the nomination to the Executive Committee of ACWA JPIA. The Committee made no recommendation and deferred to the Board for further discussion and action.
- 5. Policy on Variance Requests**
The Committee agreed to remove this item from future Committee agendas and felt it best for the current procedure to continue, which is all Variance Requests be taken to the Board for consideration versus establishing a policy.
- 6. Proposed Revision to Existing Position and Additional Pay Grade**
The Committee reviewed the proposed revisions to the current IT/System Administrator position to create a SCADA/IT System Administrator. This is not an addition to existing staffing levels, rather it removes engineering related tasks and adds the responsibility of maintaining the stability and security of the network that the SCADA (supervisory control and data acquisition) system utilizes. They also reviewed the current and proposed pay ranges, job description, and job requirements for the revised position. The Committee recommends the Board approve the proposed revisions for the SCADA/IT System Administrator.

- 7. Draft Agenda for the Regular Board Meeting of March 8, 2021**
The Committee reviewed the agenda and made no changes.

- 8. Future Agenda Items**
None.

- 9. Adjournment**
The meeting was adjourned at 3:13 p.m.