



Santa Clara Valley Water District Board Policy and Planning Committee Meeting

Teleconference Zoom Meeting

<https://valleywater.zoom.us/j/97064725908>

Meeting ID: 970 6472 5908

SPECIAL MEETING AGENDA

Thursday, January 7, 2021
1:00 PM

District Mission: Provide Silicon Valley safe, clean water for a healthy life, environment and economy.

BOARD POLICY AND PLANNING
COMMITTEE

Nai Hsueh - District 5, Committee
Chair

Barbara Keegan - District 2,
Committee Vice Chair

Linda J. LeZotte, District 4

The Board Policy and Planning Committee provides support to the Board in the areas of Board planning process; Board Committees' principles and structures; Board and organization performance monitoring and; other tasks assigned by the Board.

Public records for this Committee are available for inspection in the Clerk of the Board's Office, 5700 Almaden Expressway, San Jose, CA 95118. Materials are available to the public at the same time they are made available to the Committee.

The District will make reasonable efforts to accommodate persons with disabilities wishing to attend meetings. Please advise the Clerk of the Board of any special needs by calling (408) 265-2600.

COMMITTEE CLERK

Michele L. King, CMC
Clerk, Board of Directors

Note: The finalized Board Agenda, exception items and supplemental items will be posted prior to the meeting in accordance with the Brown Act.

**Santa Clara Valley Water District
Board Policy and Planning Committee**

**SPECIAL MEETING
AGENDA**

Thursday, January 7, 2021

1:00 PM

Teleconference Zoom Meeting

IMPORTANT NOTICES

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the Committee, staff, and the public to participate and conduct the meeting by teleconference, videoconference, or both.

Members of the public wishing to address the Committee during a video conferenced meeting on an item not listed on the agenda, or any item listed on the agenda, should use the "Raise Hand" or "Chat" tools located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in the order requests are received and granted speaking access to address the Committee.

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This agenda has been prepared as required by the applicable laws of the State of California, including but not limited to, Government Code Sections 54950 et. seq. and has not been prepared with a view to informing an investment decision in any of Valley Water's bonds, notes or other obligations. Any projections, plans or other forward-looking statements included in the information in this agenda are subject to a variety of uncertainties that could cause any actual plans or results to differ materially from any such statement. The information herein is not intended to be used by investors or potential investors in considering the purchase or sale of Valley Water's bonds, notes or other obligations and investors and potential investors should rely only on information filed by Valley Water on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System for municipal securities disclosures and Valley Water's Investor Relations website, maintained on the World Wide Web at <https://emma.msrb.org/> and <https://www.valleywater.org/how-we-operate/financebudget/investor-relations>, respectively.

Under the Brown Act, members of the public are not required to provide identifying information in order to attend public meetings. Through the link below, the Zoom webinar program requests entry of a name and email address, and Valley Water is unable to modify this requirement. Members of the public not wishing to provide such identifying information are encouraged to enter "Anonymous" or some other reference under name and to enter a

fictional email address (e.g., attendee@valleywater.org) in lieu of their actual address. Inputting such values will not impact your ability to access the meeting through Zoom.

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Meeting ID: 970 6472 5908

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1. Roll Call.

2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA.

Notice to the Public: Members of the public who wish to address the Committee on any item not listed on the agenda should access the "Raise Hand" or "Chat" tools located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in order requests are received and granted speaking access to address the Committee. Speakers comments should be limited to three minutes or as set by the Chair. The law does not permit Committee action on, or extended discussion of, any item not on the agenda except under special circumstances. If Committee action is requested, the matter may be placed on a future agenda. All comments that require a response will be referred to staff for a reply in writing. The Committee may take action on any item of business appearing on the posted agenda.

3. APPROVAL OF MINUTES:

3.1. Approval of Minutes.

[20-1203](#)

Recommendation: Approve the November 23, 2020 minutes.

Manager: Michele King, 408-630-2711.

Attachments: [Attachment 1: November 23, 2020 Minutes.](#)

4. INFORMATION AND ACTION ITEMS:

- 4.1. Discuss Proposed Modifications to Board Governance Ends Policy [20-1181](#)
General Principles E-1 Relative to Environmental Justice Language and Performance Metrics.

Recommendation: A. Discuss the modifications to Board Governance Ends Policy General Principles E-1 relative to environmental justice; and
B. Consider final language to recommend to the full Board to adopt the revised E-1 Ends Policy.

Manager: Marta Lugo, 408-630-2237

Attachments: [Attachment 1: Draft revised amendment to General Principles](#)
[Attachment 2: PowerPoint](#)

- 4.2. Review and Discuss Board Governance Ends Policy 2 to Properly Reflect Board's Vision. [21-0010](#)

Recommendation: Discuss information to update Board Governance Ends Policy E-2.

Manager: Vincent Gin, 408-630-2633

Attachments: [Attachment 1: Ends Policy 2](#)

- 4.3. Work Plan, Meeting Schedule and Accomplishments Report. [20-1204](#)

Recommendation: A. Review and approve the Draft 2021 Board Policy and Planning Committee's Work Plan and Accomplishments Report and incorporate any new tasks; and
B. Schedule Committee meetings as appropriate.

Manager: Michele King, 408-630-211.

Attachments: [Attachment 1: Draft 2021 BPPC Work Plan & Accomplishments R](#)

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.

6. ADJOURN:

- 6.1. Adjourn to Regular Meeting at 2:00 p.m., on January 25, 2020, to be called to order in compliance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20.



Santa Clara Valley Water District

File No.: 20-1203

Agenda Date: 1/7/2021
Item No.: 3.1.

COMMITTEE AGENDA MEMORANDUM

Board Policy and Planning Committee

SUBJECT:

Approval of Minutes.

RECOMMENDATION:

Approve the November 23, 2020 minutes.

SUMMARY:

A summary of Committee discussions, and details of all actions taken by the Committee, during all open and public Committee meetings, is transcribed and submitted for review and approval.

Upon Committee approval, minutes transcripts are finalized and entered into the District's historical records archives and serve as historical records of the Committee's meetings.

ATTACHMENTS:

Attachment 1: November 23, 2020 Minutes.

UNCLASSIFIED MANAGER:

Michele King, 408-630-2711.



BOARD POLICY AND PLANNING COMMITTEE MEETING

DRAFT MINUTES

**MONDAY, NOVEMBER 23, 2020
2:00 PM**

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER
1.1 ROLL CALL**

A regular meeting of the Santa Clara Valley Water District (Valley Water) Board Policy and Planning Committee (BPPC) was called to order at 2:01 p.m. on November 23, 2020, in the District Headquarters Building, Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

Board Members in attendance in Conference Room A-124: Director Nai Hsueh-District 5;

Board members attending by videoconference: Director Barbara Keegan-District 2, and Director Linda J. LeZotte-District 4; constituting a quorum of the BPPC.

Staff members in attendance in Conference Room A-124: Glenna Brambill Clerk of the Board.

Staff in attendance by videoconference: Aaron Baker, Lisa Bankosh, Neeta Bijoor, Rechelle Blank, Bart Broome, Chelsea Busick, Rick Callender, Theresa Chinte, Jerry De La Piedra, Roslyn Fuller, Rachael Gibson, Brian Hopper, Marta Lugo, Nicholas Mascarello, Michelle Meredith, Linda Nguyen, Melanie Richardson, Metra Richert, Kirsten Struve, Sue Tippetts, Tony Vye, and Tina Yoke.

Guests/Public in attendance by videoconference: Director Tony Estremera (District 6), Dr. Arthur Keller, Environmental and Water Resources Chair, Ms. Katja Irvin, Ms. Trish Mulvey, Ms. Maggie O'Shea, Ms. Kristel Wickham, were in attendance by videoconference.

2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT AN AGENDA

Chair Director Hsueh declared time open for public comment on any item not on the agenda. There was no one present that wished to speak.

3. 3.1 APPROVAL OF MINUTES – OCTOBER 26, 2020.

The BPPC considered the draft minutes from the October 26, 2020 meeting. It was moved by Director Keegan, seconded by Director Hsueh, and unanimously carried by roll call vote to approve the minutes as presented.

4. Information and Action Items

Agenda Item 4.1 DISCUSS PROPOSED MODIFICATIONS TO BOARD GOVERNANCE ENDS POLICY GENERAL PRINCIPLES E-1 AND GLOSSARY TO ADD ENVIRONMENTAL JUSTICE LANGUAGE.

Ms. Marta Lugo presented the agenda item.

Ms. Trish Mulvey's question was read into the record {"Please explain how achievement of the proposed general principle 1.5 for "ensuring that economic benefits are equitable for all communities that we serve" will be measured and reported. When I read that text, I simply don't understand what is intended"}.

Ms. Lugo was available to answer the question

The Committee discussed updates on policy Items, 1.5 through 1.7 and received input from Directors and guest attendees for consideration:

- Have consistent terms "disadvantage" to "marginalized" communities, there needs to be clear tracking/metrics involved, CEO Interpretations.
- 2 groups missing suggested adding: gender and disabled/physically challenged (use the more appropriate term). The language on engagement vs involvement have more aggressive language (it presently is passive).
- Ms. Katja Irvin spoke regarding: public outreach and engagement be removed and have it as a separate topic (Environmental Justice)

Action: Staff will return to the BPPC at the next scheduled meeting with further updated language and CEO Interpretations for full Board review.

Agenda Item 4.2

DISCUSS BOARD GOVERNANCE ENDS POLICY E-4.

Ms. Lisa Bankosh presented the agenda item.

The Committee discussed updates on policy Items, 4.1 through 4.5 and received input from Directors and guest attendees for consideration:

4.1 Director Hsueh noted that #2 seems out of place with #1 and #3

4.2 #1 reflects Director LeZotte's comments

4.3 there was a minor change to add inclusivity goal. has a focus on imported water was this intentional with activities in or out of the county, future supply, diversity more internal.

4.4 Director Hsueh expressed concern that Goal 4.4 language "within Valley Water's authority" was too passive, and suggested returning the Goal to its original language or changing the proposed revision to read "Be a leader to prevent..."

- 4.5 The goal to add a phrase on the guiding principles equality,
- Director LeZotte suggest adding 2 missing groups; gender and disabled/physically challenged (use the more appropriate term).
 - Arthur Keller asked if #1 should read “equal or equitable?”
 - Arthur Keller suggested EL-1.6 be revised to read “all work products are” and “appropriate, equitable, and reflect the...”
 - Director Keegan noted that all Valley Water Projects be aesthetically pleasing regardless of District’s location. GP #1.6 language could be stronger.
 - Director Hsueh referred to Ends Policy E-1, 1.6, as shown on Page 11 of the Committee meeting packet, as capturing the Board’s direction to staff pertaining to equitable aesthetics in projects.

Action: Staff will update Committee’s and public’s inputs to the draft language and the review process will continue.

AGENDA ITEM 4.3, CLIMATE CHANGE ACTION PLAN AND CLIMATE CHANGE ENDS POLICY E-5.

Ms. Lisa Bankosh and Ms. Neeta Bijoor presented the agenda item.

The Committee discussed policy changes and received input from Directors and guest attendees for consideration:

- Arthur Keller: Include commuters (employees, prioritizing >specifically including or particularly to (placed in ‘chat’)
- Director LeZotte suggested that a reference be added to see the CCAP for metrics, and also requested that the goal be revised to be consistent with previous direction given to use the term “marginalized community” instead of “disadvantaged community.” She also suggested consideration be given to the term “underserved community.”
- #2/#4 make communities term consistent using “marginalized”.
- Arthur Keller offered several edits to proposed goal statements and suggested that the Cities of Palo Alto and Mountain View Climate Change Committee(s) be invited for stakeholder feedback. (placed in the ‘chat’)
- Director Keegan suggested “success metrics” titles be made more specific, such as “outreach success metrics” to eliminate confusion
- Kristel Wickham, Sunnyvale resident and Sierra Club representative, reviewed the content of letter from Sierra Club and requested engagement in the Climate Change Action Plan (Environmental Justice/greenhouse goal.).
- Director LeZotte requested staff obtain stakeholder feedback, including John Kerry, City of San Jose, and environmental community.
- Director Keegan suggested in 5.1, “encourage” be revised to read “develop strategies”
- Director LeZotte requested that Goal 4, Water Supply Adaption, “Improve Demand Management and Support Water Conservation Efforts”, Bullet 3 “Increase coordination between Valley Water and land use agencies and water retailers on water and land use management.”

Question on Valley Water’s Land Use engagement—Mr. Rick Callender, Ms. Sue Tippetts, Ms. Lisa Bankosh and Mr. Jerry De La Piedra were available to answer question.

Action: The Committee asked for further clarification and additional language but allow staff to have some flexibility. Chair Hsueh will work with CEO to schedule these Ends Policies discussion for the Board.

4.4 WORK PLAN, MEETING SCHEDULE AND ACCOMPLISHMENTS REPORT.

Chair Director Hsueh noted the updates to the work plan and meeting schedule. 'E2 policy should return back to the committee along with the other updated policies language for the next scheduled meeting.

The BPPC decided to have two meetings in January rather than meeting during the Holidays (December 28, 2020). The first meeting will be the week of January 4, 2021 and the second will be the regular meeting scheduled latter part of January.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

Ms. Glenna Brambill noted there were no requests.

7. ADJOURNMENT

Chair Director Hsueh adjourned the meeting at approximately 3:57 p.m.

Glenna Brambill
Board Committee Liaison
Office of the Clerk of the Board

Approved:



Santa Clara Valley Water District

File No.: 20-1181

Agenda Date: 1/7/2021
Item No.: 4.1.

COMMITTEE AGENDA MEMORANDUM

Board Policy and Planning Committee

SUBJECT:

Discuss Proposed Modifications to Board Governance Ends Policy General Principles E-1 Relative to Environmental Justice Language and Performance Metrics.

RECOMMENDATION:

- A. Discuss the modifications to Board Governance Ends Policy General Principles E-1 relative to environmental justice; and
- B. Consider final language to recommend to the full Board to adopt the revised E-1 Ends Policy.

SUMMARY:

At the November 23, 2020 Board Policy and Planning Committee (BPPC) meeting, staff presented draft modifications to Ends Policy General Principles E-1. The BPPC directed staff to revise draft modifications to Ends Policy General Principles E-1 and the Glossary with the following suggestions:

1. Clarify intent to make all work product aesthetics visually pleasing for all communities in an equitable manner (1.6).
2. Revise the environmental justice definition by replacing “engage” to “involve.”
3. Include language on gender and disabilities to better include those communities in definition of environmental justice.
4. Research common environmental justice terminology use of “marginalized communities” over “disadvantaged communities”.
5. Add language relative to performance metrics to monitor and measure progress.

In response, staff recommend the following proposed modifications for the committee to consider:

1. Add clarifying language to Item 1.6 for “all” work products and “equitable across all communities.”

2. Retain the word “engagement” in the environmental justice definition. According to school and community engagement resources, “involvement” implies doing to, whereas “engagement” implies doing with. In addition, Webster’s Dictionary defines involve as “to enfold or envelope;” whereas engage is defined as “to come together and interlock,” which is more aligned with the intent of the definition.
3. Include gender identity and disability status to the definitions of “environmental justice.”
4. Retain the “disadvantaged communities” terminology as this is the common term used in federal and state definitions, as well as other local government and funding agencies (Cal EPA, California Public Utilities Commission, Department of Water Resources).
5. Recommend appropriate performance metrics and reporting tools for monitoring and measuring progress through Board Appointed Officer (BAO) interpretations, which is consistent with past practice and protocol, and preserves the high-level nature of the Board’s Ends Policies.

ATTACHMENTS:

Attachment 1: Draft revised amendment to General Principles

Attachment 2: PowerPoint

UNCLASSIFIED MANAGER:

Marta Lugo, 408-630-2237

Environmental Justice Amendments to Board Governance End Policies

Policy No. E-1: Mission and General Principles

A. Amend Ends Policy E-1 items to reflect Valley Water's Environmental Justice values to read as follows.

General Principles

Accordingly, the Board of Valley Water has adopted directions to the BAOs as to the intended results, organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which recipients at what costs). In implementing Board directions, staff will be guided by the following general principles:

- 1.5 Recognize that Valley Water operations and services are critical to the economic vitality of Silicon Valley, ensuring that economic benefits are equitable for all communities that we serve.
- 1.6 As standard practice, all work products shall be visually pleasing, sustainable, cost-effective, culturally appropriate, equitable across all communities and reflect the characteristics of the surrounding urban setting and natural habitat using appropriate materials, colors, shapes, art works, vegetation, and surface treatments. This includes the naming of facilities in a manner that is respectful of all diverse communities.

B. Amend Ends Policy E-1 to add item 1.7, a General Principle focused on environmental justice, that would read as follows.

- 1.7 Valley Water is committed to environmental justice and shall provide for the fair treatment and meaningful engagement of all people regardless of race, color, gender identity, disability status, national origin, tribe, culture, income, immigration status, or English language proficiency, with respect to the planning, projects, policies, services, and operations of Valley Water. Environmental justice is achieved when all people receive:
 - Equitable consideration in the planning and execution of flood protection, water supply, safe drinking water, water resources stewardship projects, and protection from environmental and health hazards; and
 - Equal access to Valley Water's decision-making process.



Valley Water

Clean Water • Healthy Environment • Flood Protection



Board Policy and Planning Committee Ends Policy Updates

Office of Racial Equity, Diversity & Inclusion (REDI)

January 2021

Recommendations:

1. Discuss and finalize revisions to General Principles.
2. BPPC recommends to full Board to adopt final EJ language for General Principles E-1 ends policy.

General Principles

EJ Changes (BPPC suggestions)

1.5 Recognize that Valley Water **operations and** services are critical to the economic vitality of Silicon Valley, ensuring that economic benefits are equitable for all communities that we serve.

1.6 As standard practice, **all** work products shall be visually pleasing, sustainable, cost-effective, culturally appropriate, **equitable across all communities** and reflect the characteristics of the surrounding urban setting and natural habitat using appropriate materials, colors, shapes, art works, vegetation, and surface treatments. This includes the naming of facilities in a manner that is respectful of all diverse communities.

Involve vs. Engage

The **distinction between involvement and engagement** is important.

A definition of **involve** is “to enfold or envelope;” conversely, **engage** can be defined as “to come together and interlock.” Thus, **involvement** implies doing to, whereas **engagement** implies doing with.

According to school/community outreach resources on parental engagement (State of Michigan) and Webster’s dictionary.

Involvement implies many of the qualities of an interaction that we include in our definition of engagement.

The problem with “involvement” is that it is also used to describe a variety of one-way communication processes like surveys, newsletters and “talking head” info sessions.

The difference between engagement and involvement:

So the distinction between engagement and involvement seems to be grounded in the act of reciprocity or **mutual benefit**.

According to company Thoughts Exchange that conducts diversity, equity and inclusion work –<https://www.thoughtexchange.com/engagement-vs-involvement/>

Proposed New General Principle 1.7

1.7 Valley Water is committed to environmental justice and shall provide for the fair treatment and meaningful engagement of all people regardless of race, color, **gender identity, disability status**, national origin, tribe, culture, income, immigration status, or English language proficiency, with respect to the planning, projects, policies, services, and operations of the Valley Water. Environmental justice is achieved when all people receive:

- Equitable consideration in the planning and execution of flood protection, water supply, safe drinking water, water resources stewardship projects and protection from environmental and health hazards; and
- Equal access to the Valley Water's decision-making process.

Disadvantaged Communities' term is used with the following federal and state (funding) agencies:

- Safe Drinking Water Act
- California Environmental Protection Agency (EPA)
- California Public Utilities Commission (CPUC)
- California Coastal Commission
- Department of Water Resources (DWA)
- Coastal Conservancy of California

Performance metric in BAO interpretation

Recommend appropriate performance metrics and reporting tools for monitoring and measuring progress in meeting the Ends Policies in the Board Appointed Officer (BAO) interpretations documents:

- Board's Ends Policies are high-level guiding principles.
- Stay consistent and follow existing practice and protocol
- Performance metrics are usually developed further along in the process, when developing strategic plans and therefore would be better addressed in the BAO interpretations.

QUESTIONS

11



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Santa Clara Valley Water District

File No.: 21-0010

Agenda Date: 1/7/2021
Item No.: 4.2.

COMMITTEE AGENDA MEMORANDUM

Board Policy and Planning Committee

SUBJECT:

Review and Discuss Board Governance Ends Policy 2 to Properly Reflect Board's Vision.

RECOMMENDATION:

Discuss information to update Board Governance Ends Policy E-2.

SUMMARY:

The Board Policy and Planning Committee (BPPC) is interested in reviewing and revising Board Governance Ends Policy 2 (E-2). At the Committee meeting on October 26, 2020, the BPPC provided direction on the restructuring of the E-2 policy, including:

- Reformat the structure to include BAO Interpretations.
- Connect the policy with Valley Water's Water Supply Master Plan.
- Reflect and incorporate strategies listed in all current master plans.
- Incorporate language that reflects environmental and other beneficial, equitable, and affordable uses of water.
- Revise water supply to water resources to better reflect all water uses.

Staff has started incorporating this direction into the E-2 policy to present the first draft at the March meeting and the final draft at the May meeting.

ATTACHMENTS:

Attachment 1: Ends Policy 2

UNCLASSIFIED MANAGER:

Vincent Gin, 408-630-2633

Title: Water Supply (WS)		
Category: Ends		
Policy No. E-2	Adopted: January 18, 2005 Chair: Richard Santos	Latest Revision: August 20, 2012 Chair: Linda J. LeZotte
The Board of Directors revised and adopted this policy at its public meeting on the latest revision date.		

There is a reliable, clean water supply for current and future generations. [See BAO Interpretation](#)

Accordingly, the following goals and objectives are adopted:

WS GOAL

- 2.1. Current and future water supply for municipalities, industries, agriculture, and the environment is reliable.

WS Objective

- 2.1.1. Aggressively protect groundwater from the threat of contamination and maintain and develop groundwater to optimize reliability and to minimize land subsidence and salt water intrusion. [See BAO Interpretation](#)
- 2.1.2. Protect, maintain, and develop local surface water. [See BAO Interpretation](#)
- 2.1.3. Protect, maintain, and develop imported water. [See BAO Interpretation](#)
- 2.1.4. Protect, maintain, and develop recycled water. [See BAO Interpretation](#)
- 2.1.5. Maximize water use efficiency, water conservation, and demand management opportunities. [See BAO Interpretation](#)
- 2.1.6. Prepare for and respond effectively to water utility emergencies. [See BAO Interpretation](#)

WS GOAL

- 2.2. Raw water transmission and distribution assets are managed to ensure efficiency and reliability.

WS Objective

- 2.2.1. Raw water transmission and distribution assets are managed to ensure efficiency and reliability. *See BAO Interpretation*

WS GOAL

- 2.3. Reliable high quality drinking water is delivered.

WS Objective

- 2.3.1. Meet or exceed all applicable water quality regulatory standards. *See BAO Interpretation*
- 2.3.2. Maintain effective relationships with the retailer and other stakeholders to ensure high quality, reliable drinking water. *See BAO Interpretation*



Santa Clara Valley Water District

File No.: 20-1204

Agenda Date: 1/7/2021
Item No.: 4.3.

COMMITTEE AGENDA MEMORANDUM

Board Policy and Planning Committee

SUBJECT:

Work Plan, Meeting Schedule and Accomplishments Report.

RECOMMENDATION:

- A. Review and approve the Draft 2021 Board Policy and Planning Committee's Work Plan and Accomplishments Report and incorporate any new tasks; and
- B. Schedule Committee meetings as appropriate.

SUMMARY:

This item allows the Committee to review and approve its 2021 Work Plan, meeting schedule and accomplishments report and identify additional tasks and schedule meetings as appropriate.

ATTACHMENTS:

Attachment 1: Draft 2021 BPPC Work Plan & Accomplishments Report

UNCLASSIFIED MANAGER:

Michele King, 408-630-211.

Draft 2021 Board Policy and Planning Committee Work Plan and Schedule

Subject	Task	1/7/2021	1/25/2021	2/22/2021	3/22/2021	4/26/2021	5/24/2021	6/28/2021	7/26/2021	8/23/2021	9/27/2021	10/25/2021	11/22/2021	12/27/2021	
Board Planning Process	A. Provide Support for Board Planning Activities														
	1. Develop FY21-22 Board Policy Planning and Performance Monitoring Calendars														
	2. Planning for Board's FY22-23 Strategic Planning Workshop														
	3. Discuss FY21-22 Board Budget Message & Board Work Plan														
	B. Provide Support for Board Policy Review														
	1. Report on Outreach Plan for use of District Property for Trails		X												
	2. Outreach Findings on the Untreated Surface Water Program		X												
	3. Develop new Ends Policy reflecting the Board's Goals and Objectives for affordable and effective level and costs of services, and associated strategies to achieve the goals and objectives for Flood Protection Projects. (E-3)														
	4. Review Ends Policy 4 to properly document Board's vision and monitoring process on Flood Protection, Stream Stewardship, Trails, Open Space Preserve, and Climate Change policies.														
	5. Review Ends 2 (E-2) - There is a Reliable, Clean Water Supply for Current and Future Generations.	X													
	6. Revised Water Resources Protection Ordinance		X												
7. Climate Change Action Plan															
8. One Water Countywide Framework			X												
9. Proposed Modifications to Board Governance Ends Policy General Principles E-1 and Glossary to Add Environmental Justice Language	X														
Board Committees Principles and Structures	C. Align Board Committees' Work Plans with Board Planning Calendar														
	1. Review Effectiveness of Board Advisory Committees (External)														
Other Assignments Requested by Board	D. Other Assignments as Requested by the Board														

2020 Board Policy and Planning Committee Accomplishments Report

Subject	Task	Action Taken	
Board Planning Process	A. Provide ongoing support for Board Planning Activities		
	1.	Develop FY20-21 Board Policy Planning and Performance Monitoring Calendars	Draft FY21 Calendar approved by the Board on 8/11/20; Revsied and resubmitted to Board for approval on 10/27/20
	2.	Discuss FY20-21 Board Budget Message & Board Work Plan	FY21 Board Work Plan and Chair messaged approved by the Board on 8/11/20
	3.	Planning for Board's FY21-22 Strategic Planning Workshop	FT22 Strategic Planning Workshop recommendation approved by the Board on 11/24/20. Session scheduled for January 2021.
	B. Provide Support for Board Policy Review		
	1.	Report on Outreach Plan for use of District Property for Trails	
	2.	Outreach Findings on the Untreated Surface Water Program	
	3.	Develop new Ends Policy reflecting the Board's Goals and Objectives for affordable and effective level and costs of services, and associated strategies to achieve the goals and objectives for Flood Protection Projects. (E-3)	
	4.	Review Ends Policy 4 to properly document Board's vision and monitoring process on Flood Protection, Stream Stewardship, Trails, Open Space Preserve, and Climate Change policies.	
	5.	Review Ends 2 (E-2) - There is a Reliable, Clean Water Supply for Current and Future Generations.	
	6.	Revised Water Resources Protection Ordinance	
	7.	Climate Change Action Plan	
	8.	One Water Countywide Framework	
9.	Proposed Modifications to Board Governance Ends Policy General Principles E-1 and Glossary to Add Environmental Justice Language		
Board Committees Principles and Structures	C. Align Board Committees' Work Plans with Board Planning Calendar		
1.	Review Effectiveness of Board Advisory Committees (External)		
Board & Organization Performance Monitoring	D. Assignments as Requested by the Board		