



BOARD POLICY AND PLANNING COMMITTEE

# MINUTES

**Monday, July 22, 2019  
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 Board Policy and Planning Committee (Committee) was called to order at 2:00 p.m. on July 22, 2019, at the District Headquarters Building, Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

Board Members in attendance were: Director Nai Hsueh-District 5; Director Linda J. LeZotte-District 4, and Barbara Keegan-District 2, constituting a quorum.

Staff members in attendance were Norma Camacho, Brian Hopper, Michele King, Marta Lugo, Stan Yamamoto, and Tina Yoke.

Mr. Arthur Keller, Environmental and Water Resources Committee (EWRC) Vice Chair was in attendance.

**2. Time Open for Public Comment on any Item not an Agenda**

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

**3. Approval of Minutes**

**3.1 Approval of Minutes – June 24, 2019.**

The Committee considered the attached minutes of the June 24, 2019 meeting. Director Keegan requested that Mr. Livengood's summary of comments on Item 4.1 be revised to state he "expressed concern for district policy to not use public land for private use" instead of "concern for the interpretation of using public land for private use." It was moved by Director LeZotte, seconded by Director Keegan, and unanimously carried to approve the minutes as amended.

**4. Information and Action Items:**

**4.1 Proposed Board Governance Policy – Governance Process-6.3 – Board Member Exercising Individual Authority Over the Organization.**

Ms. Michele King, Clerk of the Board, reviewed the information on this item, per the attached Committee Agenda Memo and Attachment 1.

The Committee requested additional wording be added to section 6.3 as follows:

Board members may not attempt to exercise individual authority over the organization or any staff member. Each board appointed officer (BAO) is obligated to report any such attempt by any individual board member within five (5) business days or such attempt having been made, or BAO becoming aware, in accordance with procedural steps outline in GP-6.9 below.

It was moved by Director Keegan, seconded by Director LeZotte, and unanimously carried to request staff present the revised GP-6.3 and EL-3.1 policies to the full Board for review and approval, ensuring that the Board agenda item provides historical information on when and why the Board requested review of this policy.

**4.2 Work Plan, Meeting Schedule and Accomplishments Report.**

The Committee reviewed the work plan, confirmed cancelling the August 26, 2019 meeting, and moved Planning for Board's FY2020-21 Strategic Planning Workshop to the September 23, 2019 meeting.

**5. Clerk Review and Clarification of Committee Requests.**

Ms. King confirmed the Committee's direction on the GP-6.3 revisions and confirmed that the item will be presented to the Board at their September 24, 2019 meeting.

**6. Adjourn:**

Committee Chair Hsueh adjourned the meeting at approximately 2:35 p.m.

  
Michele L. King, CMC  
Clerk of the Board

Approved: 9/16/19