



BOARD POLICY AND PLANNING COMMITTEE

MINUTES

Monday, September 16, 2019
2:00 PM

(Paragraph numbers coincide with agenda item numbers)

1. **Call to Order**

1.1 Roll Call

A special meeting of the Santa Clara Valley Water District Board Policy and Planning Committee (Committee) was called to order at 2:00 p.m. on September 16, 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 Aaron Baker, Rick Callender, Norma Camacho, Theresa Chinte, Elaine Gonzalez, Nina Hawk, Bassam Kassab, Michele King, Candice Kwok-Smith, Samina Shaikh, Jose Villarreal, and Tina Yoke.

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 – July 22, 2019.

The Committee considered the attached minutes of the July 22, 2019 meeting. It was moved by Director LeZotte, seconded by Director Keegan, and unanimously carried to approve the minutes as presented.

4. **Information and Action Items:**

4.1 Untreated Surface Water Program Update

Mr. Aaron Baker, Deputy Operating Officer, and Mr. Bassam Kassam, Water Supply Operations Manager, provided an update on the Untreated Surface Water Program as outlined in the attached Committee memorandum and attachments. The Committee provided feedback on the draft Board agenda memorandum, including ensuring that there is complete and accurate financial information for managing the program, and suggesting that public meetings be held in three locations in the county to allow easier access for the current surface water users. The Committee supported presenting the information to the full Board for consideration.

4.2 Planning for Board's Fiscal Year 2021 Strategic Planning Workshop

Ms. Michele King, Clerk of the Board, provided a high-level review of the Strategic Planning process used in FY20. The Committee requested that in addition to the format that was followed in previous years, that the workshop include a session at the beginning that allows the Board members to "brain storm" and identify current and possible upcoming issues that could require priority funding; an opportunity for input from staff; additional outreach to the public to obtain input; hiring an external facilitator to oversee the session and assist the Board; and holding a special Board meeting in December just for the workshop. The Committee requested that the CEO and COB work together to create a draft format for the Committee's review at their October meeting.

4.3 Work Plan, Meeting Schedule and Accomplishments Report.

The Committee reviewed the work plan, confirmed that the Strategic Planning item should be reviewed again in October and possibly November, and requested that Ms. King check with staff on when the Community meetings are scheduled for the presentation of the Use of District Property for Trails, Open Space and Recreation.

5. Clerk Review and Clarification of Committee Requests.

Ms. King confirmed the Committee's direction on Items 4.1 and 4.2.

6. Adjourn:

Committee Chair Hsueh adjourned the meeting at approximately 3:05 p.m.



Michele L. King, CMC
Clerk of the Board

Approved:

10/25/19