



BOARD POLICY AND MONITORING  
COMMITTEE MEETING

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# MINUTES

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**SPECIAL MEETING**  
**WEDNESDAY, DECEMBER 10, 2025**  
**12:00 PM**

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER:**

A special meeting of the Santa Clara Valley Water District (Valley Water) Board Policy and Monitoring Committee (Committee) was called to order by Chairperson Hsueh in the Valley Water Headquarters Building Boardroom at 5700 Almaden Expressway, San Jose, California, and by Zoom teleconference, at 12:00 p.m.

**1.1. Roll Call.**

Committee members in attendance were: District 5 Director Nai Hsueh, Chairperson presiding, District 6 Director Tony Estremera, Vice Chairperson, and District 1 Director John Varela.

Staff members in attendance were: Mark Bilski, Bruke Berhanu, Mera Burton, Theresa Chinte, Jennifer Codianne, Rosie Cofre, Alejandro Duenas, Mark Greene, Heather Hamp, Wendy Ho, Candice Kwok-Smith, Anna Lee, Courtney Letts, Sadie Lum, Patrice McElroy, Nicole Merritt, Linda Nguyen, Carlos Orellana, Luz Penilla, Mark Poole, Blanca Sanchez-Cruz, Clarissa Sangalang, Sasa Seto, Stephanie Simunic, Darin Taylor, and Beckie Zisser.

Public in attendance were: Valley Water Director Rebecca Eisenberg, District 7 and Mr. J. Shore.

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

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

**3. APPROVAL OF MINUTES:**

**3.1 Approval of October 7, 2025 Board Policy and Monitoring Committee (BPMC) Minutes.**

**Recommendation: Approve the October 7, 2025 BPMC minutes.**

The BPMC considered the minutes of the October 7, 2025 BPMC meeting.

Public Comments: None.

It was moved by Director Varela, seconded by Vice Chairperson Estremera, and unanimously carried that the minutes be approved as presented.

**4. REGULAR AGENDA:**

**4.1 Receive an Update on Valley Water's Hiring Preference for Veteran Applicants.**

**Recommendation: Receive an Update on Valley Water's Hiring Preference for Veteran Applicants.**

Sasa Seto and Alejandro Duenas reviewed the information on this item, per the attached Committee Agenda Memo; and per the information contained in the attachment, and were available to answer questions.

The Committee discussed the following with staff input including: updates to the Program, continued outreach efforts and the importance of the program.

Director Varela requested a memo from staff relating to number of veterans hired.

Public Comment: None.

The Committee received the information, thanked staff for their efforts and took no formal action.

**4.2 Receive Information on the 2025 Employee Engagement Survey.**

**Recommendation: Receive information on the 2025 Employee Engagement Survey.**

Patrice McElroy reviewed the information on this item, per the attached Committee Agenda Memo; and per the information contained in the attachment, and was available to answer questions.

The Committee discussed the following with staff input including: challenges faced by the organization relating to staff safety, dynamics of the Board and staff, how economic and political challenges people face may be reflected in these survey results, and efforts for more staff training opportunities. Staff noted they will bring status of the next steps to the Committee.

Public Comment: None.

The Committee received the information and took no formal action.

**4.3. Discuss Board Member Roles and Responsibilities When Serving on Joint Power Authorities (JPAs) and Provide Direction to Staff on Next Steps, if Any.**

**Recommendation: Discuss Board Member Roles and Responsibilities when serving on Joint Power Authorities (JPAs) and provide Direction to staff on next steps, if any.**

Theresa Chinte reviewed the information on this item, per the attached Committee Agenda Memo; and per the information contained in the attachment, and was available to answer questions.

Staff noted that in the current Valley Water Board Policy Code of Conduct, when serving on JPAs, Valley Water Board members must act consistently with Valley Water Board decisions. The Committee discussed developing a Valley Water Board policy to address direction given to the representative, including authority, boundaries and communication.

Staff raised specific questions, including:

- Should limits be established relating to financial obligations that the representative can commit to or vote for?
- Defining regular reporting requirements to the Valley Water Board, including clarifying issues that need to be escalated, especially when timing is an issue for a decision or project that may relate to a Valley Water staff concern.

The Committee decided to categorize external bodies as the first step and stated efforts will continue relating to defining duties and responsibilities of Board Members on JPAs.

Public Comment: None.

The Committee received the information and took no formal action.

**4.4 Receive and Discuss the 2025 Board Policy and Monitoring Committee (BPMC) Work Plan, and Provide Feedback on Upcoming Discussion Items, and Next Meeting Date.**

**Recommendation: Receive and discuss the 2025 BPMC Work Plan, and Provide Feedback on Upcoming Discussion Items, and Next Meeting Date.**

The Committee reviewed the Work Plan. Staff noted one item for the January 26, 2026 meeting, and the Committee decided to confirm that meeting at a later date.

Public Comments: None.

Director Ballard suggested adding a review of Board member travel cancellations regarding fiscal policies to the work plan.

Chairperson Hsueh stated that at the 12/9/25 Board meeting, Director Ballard suggested the BPMC review a policy on Board member travel cancellations,

that the an item relating to complaints against Board Appointed Officers is on hold until April 2026, and that the BPMC will review potential changes to the Safe Clean Water Program Key Performance Indicators based on the Program audit findings.

The Committee received the information and took no formal action.

## **5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.**

Stephanie Simunic, Assistant Deputy Clerk II, Clerk of the Board of Directors, confirmed the following:

- Staff will provide Director Varela a memo relating to number of veterans hired.
- Committee efforts will continue relating to defining duties and responsibilities of Board Members on JPAs.
- The January 26, 2026 meeting will be confirmed at a later date.

## **6. ADJOURN:**

### **6.1. Adjourn.**

Chairperson Hsueh adjourned the meeting at 1:50 p.m.

Date Approved: February 9, 2026

Stephanie Simunic  
Assistant Deputy Clerk II