



Santa Clara Valley Water District Santa Clara Valley Water District Youth Commission Meeting

**Headquarters Building Boardroom
5700 Almaden Expressway
San Jose CA 95118**

REGULAR MEETING AGENDA

**Wednesday, January 17, 2024
6:00 PM**

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

SCVWD Youth Commission
Emma Gao - Commission Chair
Daphne Zhu - Commission Vice Chair

BOARD REPRESENTATIVES
Director Rebecca Eisenberg - District 7
Director Nai Hsueh - District 5
Director Barbara F. Keegan - District 2

All public records relating to an item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of the Clerk of the Board at the Santa Clara Valley Water District Headquarters Building, 5700 Almaden Expressway, San Jose, CA 95118, at the same time that the public records are distributed or made available to the legislative body. Santa Clara Valley Water District will make reasonable efforts to accommodate persons with disabilities wishing to attend Board of Directors' meeting. Please advise the Clerk of the Board Office of any special needs by calling (408) 265-2600.

Donald Rocha (Staff Liaison)

Dave Leon (COB Liaison)
Assistant Deputy Clerk II
daveleon@valleywater.org

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
Santa Clara Valley Water District Youth Commission
REGULAR MEETING
AGENDA

Wednesday, January 17, 2024

6:00 PM

HQ Boardroom

*****IMPORTANT NOTICES AND PARTICIPATION INSTRUCTIONS*****

Santa Clara Valley Water District (Valley Water) Board of Directors/Board Committee meetings are held as a “hybrid” meetings, conducted in-person as well as by telecommunication, and is compliant with the provisions of the Ralph M. Brown Act.

To maximize public safety while still maintaining transparency and public access, members of the public have an option to participate by teleconference/video conference or attend in-person. To observe and participate in the meeting by teleconference/video conference, please see the meeting link located at the top of the agenda. If attending in-person, you are required to comply with Ordinance 22-03 - AN ORDINANCE OF THE SANTA CLARA VALLEY WATER DISTRICT SPECIFYING RULES OF DECORUM FOR PARTICIPATION IN BOARD AND COMMITTEE MEETINGS located at <https://s3.us-west-2.amazonaws.com/valleywater.org.if-us-west-2/f2-live/s3fs-public/Ord.pdf>

In accordance with the requirements of Gov. Code Section 54954.3(a), members of the public wishing to address the Board/Committee during public comment or on any item listed on the agenda, may do so by filling out a Speaker Card and submitting it to the Clerk or using the “Raise Hand” tool located in the Zoom meeting application to identify yourself in order to speak, at the time the item is called. Speakers will be acknowledged by the Board/Committee Chair in the order requests are received and granted speaking access to address the Board.

- Members of the Public may test their connection to Zoom Meetings at: <https://zoom.us/test>
- Members of the Public are encouraged to review our overview on joining Valley Water Board Meetings at: <https://www.youtube.com/watch?v=TojJpYCxXm0>

Valley Water, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access and/or participate in Valley Water Board of Directors/Board Committee meetings to please contact the Clerk of the Board’s office at (408) 630-2711, at least 3 business days before the scheduled meeting to ensure that Valley Water may assist you.

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

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.

Join Zoom Meeting:
<https://valleywater.zoom.us/j/87431067568>
Meeting ID: 874 3106 7568
Join by Phone:
1 (669) 900-9128, 87431067568#

1. CALL TO ORDER:

1.1. 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 Board/Committee on any item not listed on the agenda may do so by filling out a Speaker Card and submitting it to the Clerk or using the "Raise Hand" tool located in the Zoom meeting application to identify yourself to speak. Speakers will be acknowledged by the Board/Committee Chair in the order requests are received and granted speaking access to address the Board/Committee. Speakers' comments should be limited to two minutes or as set by the Chair. The law does not permit Board/Committee action on, or extended discussion of, any item not on the agenda except under special circumstances. If Board/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 Board/Committee may take action on any item of business appearing on the posted agenda.

3. WELCOME

4. OATH OF OFFICE

5. INTERACTIVE ACTIVITY

6. MANAGER'S REPORT

7. APPROVAL OF MINUTES:

- 7.1. Approve the November 15, 2023, Meeting Minutes. [24-0050](#)

Recommendation: Approve the November 15, 2023, Meeting Minutes.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: 11152023 SCVWDYC Draft Mins](#)

Est. Staff Time: 5 Minutes

8. REGULAR AGENDA:

- 8.1. Discuss Proposed Policy Review Project. [24-0051](#)

Recommendation: Discuss the proposed policy review project and make recommendations, if any.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: Board Advisory Committee Handbook March 2023](#)

Est. Staff Time: 15 Minutes

- 8.2. Receive Information Relating to Board of Directors Work Plan Standing Items. [24-0052](#)

Recommendation: Receive information relating to Board of Directors Work Plan standing items.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: Board Work Plan Standing Items Report - Decembe](#)

Est. Staff Time: 10 Minutes

- 8.3. Update from Santa Clara Valley Water District Youth Commission's Working Groups. [24-0053](#)

Recommendation: Approve, discuss, and consider any new working groups or name changes. Receive updates on working groups, recommendations and make recommendations to the Board, as necessary.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: Working Groups January 2024](#)

Est. Staff Time: 10 Minutes

- 8.4. Review Santa Clara Valley Water District Youth Commission Work Plan, [24-0054](#)
the Outcomes of Board Action of Commission Requests; and the
Commission's Next Meeting Agenda.

Recommendation: Review and approve the Commission work plan to guide the
commission's discussions regarding policy alternatives and
implications for Board deliberation.

Manager: Candice Kwok-Smith, 408-630-3193

Attachments: [Attachment 1: YC Work Plan January 17, 2024](#)

Est. Staff Time: 5 Minutes

9. 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.*

10. ADJOURN:

10.1. Adjourn to Regular Meeting at 6:00 p.m. Wednesday, April 17, 2024.

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Santa Clara Valley Water District

File No.: 24-0050

Agenda Date: 1/17/2024

Item No.: 7.1.

COMMITTEE AGENDA MEMORANDUM **Santa Clara Valley Water District Youth Commission**

Government Code § 84308 Applies: Yes ☐ No ☒
(If "YES" Complete Attachment A - Gov. Code § 84308)

SUBJECT:

Approve the November 15, 2023, Meeting Minutes.

RECOMMENDATION:

Approve the November 15, 2023, Meeting 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.

ENVIRONMENTAL JUSTICE IMPACT:

There are no Environmental Justice impacts associated with this item.

ATTACHMENTS:

Attachment 1: 11152023 SCVWD Youth Comm Draft Mins

UNCLASSIFIED MANAGER:

Candice Kwok-Smith, 408-630-3193

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SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION MEETING

DRAFT MINUTES

WEDNESDAY, NOVEMBER 15, 2023

(Paragraph numbers coincide with agenda item numbers)

A regular meeting of the Santa Clara Valley Water District Youth Commission (Youth Commission) was held on November 15, 2023, at Santa Clara Valley Water District, Headquarters Building Boardroom, 5700 Almaden Expressway, San Jose, CA 95118.

1. CALL TO ORDER

Youth Commission Chair Emma Gao called the meeting to order at 6:10 p.m.

1.1 ROLL CALL

A quorum was established with 15 Members present.

Members in attendance were:

<u>Jurisdiction</u>	<u>Representative</u>	<u>Representative</u>	<u>Representative</u>
District 1	Lorelei Henry	Ishaan Mandala	
District 2	Ca Nha Dang	Emma Gao	
District 3	Parnika Sadhu*	Ivan Zhang	
District 4	Agata Bak	Sairama Nisitha Kakulapati	
District 5	Sophie Beck	Grace Liu	Daphne Zhu
District 6	Samuel Alvarez	Nilansh (Neil) Dey Ghosh	
District 7	Maitreya Banerjee	Oded Bronicki	Patrick Van Kerckhove

Members not in attendance were:

<u>Jurisdiction</u>	<u>Representative</u>
District 1	Ana Torrico
District 2	Niharika Koduru
District 3	Anika Kulkarni
District 4	Bryan Blair
District 6	Jonathan Lopez

Other Commission Members arrived as indicated below.

Valley Water Board Representatives in attendance were: Director Rebecca Eisenberg (District 7), Director Nai Hsueh (District 5), and Director Barbara F. Keegan (District 2).

Valley Water Staff in attendance were: Brandon Adriano, Ricardo Barajas, Glenna Brambill, Lakeisha Bryant, Andrew (Andy) Gschwind, Nick Ingram, Blanca Sanchez-Cruz, and Clarissa Sangalang.

Public in attendance was: Jan

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

There was no one present who wished to speak.

3. WELCOME

Director Nai Hsueh welcomed Commissioners and provided a brief overview of the Board's Work Plan for Fiscal Year 2023-2024 (July 2023 through June 2024), including what the Board will be focusing on such as the top priority projects. The Commissioners received a copy of the work plan.

4. OATH OF OFFICE

Glenna Brambill administered the Oath of Office to 1 new Commissioner:

- Sophie Beck – representing District 5 (Director Hsueh)

5. INTRODUCTIONS

The following Valley Water Staff introduced themselves to the Youth Commission: Brandon Adriano, Ricardo Barajas, Lakeisha Bryant, Andrew Gschwind, Nicholas Ingram, Blanca Sanchez-Cruz, Clarissa Sangalang and Board Member Director Nai Hsueh (District 5).

The following Youth Commissioners introduced themselves with school they attend and district they represent: Lorelei Henry, Ishaan Mandala (District 1), Ca Dang, Emma Gao (District 2), Ivan Zhang (District 3), Agata Bak (District 4), Sophie Beck, Grace Liu and Daphne Zhu (District 5), Samuel Alvarez, and Neil Dey Ghosh (District 6), Maitreya Banerjee, Oded Bronicki, and Patrick Van Kerchove-District 7.

5.1 INTERACTIVE ACTIVITY:

Brandon Adriano led the Marshmallow Challenge activity, a game wherein the members were divided into teams and challenged to build the tallest freestanding structure possible using only the materials provided, with a marshmallow placed on top. The activity encourages creativity and collaboration within each team, emphasizing the importance of communication and teamwork.

Parnika Sadhu arrived at 6:30 p.m.

6. MANAGER'S REPORT

Blanca Sanchez-Cruz provided information on efforts of the Office of Racial Equity, Diversity and Inclusion relating to tribal engagement within Santa Clara County and provided an overview of indigenous people and the linguistic families within the County. She further provided information relating to balancing laws with the needs of tribal communities and giving those communities an opportunity to participate in decisions on projects on ancestral lands.

Clarissa Sangalang and Brandon Adriano provided a summary of events held at the Commission retreat.

7. APPROVAL OF MINUTES

7.1 APPROVAL OF MINUTES

It was moved by Daphne Zhu, seconded by Agata Bak, and unanimously carried, to approve the April 19, 2023 Commission meeting minutes as submitted.

8. AGENDA ITEMS

8.1 BROWN ACT REVIEW AND TRAINING

Andrew Gschwind reviewed the materials as outlined in the agenda item and was available to answer questions.

8.2 SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION ORIENTATION

Glenna Brambill reviewed the materials as outlined in the agenda item and was available to answer questions.

8.3 UPDATE FROM SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION'S WORKING GROUPS

Sherilyn Tran reviewed the materials as outlined in the agenda item.

Sherilyn Tran reported on the upcoming planning for Job Shadow Day in February 2024.

Emma Gao and Ca Dang reported on Youth Community Science Network Working Group Science Research Projects, including the science behind the water purification process, researching main pollutants within the United States, and suggested topics for research.

Nicholas Ingram reported on the Creek Stewardship Working Group's focus with youth volunteers for the two major creek cleanups - National River Clean-up Day in May 2023 and Coastal Creek Cleanup Day in September 2023. He further and encouraged Commissioners to promote the events with posters within their youth networks.

Rene Moreno reported on the Public Art Working Group's disbandment and creating new working groups.

The Commission took no formal action.

8.4 REVIEW AND DISCUSS SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION WORK PLAN, AND PROPOSE THE COMMISSION'S NEXT MEETING AGENDA

Commission Chair Emma Gao reviewed the materials as outlined in the agenda item. The next meeting is scheduled for Wednesday, January 17, 2024.

The Santa Clara Valley Water District Youth Commission took no formal action.

9. CLERK REVIEW AND CLARIFICATION OF COMMISSION REQUESTS TO THE BOARD

Glenna Brambill reported there were four action items for Board consideration.

10. ADJOURN

Commission Chair Emma Gao adjourned the meeting at 8:10 p.m. to the next regular meeting on Wednesday, January 17, 2024, at 6:00 p.m.

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

Approved:

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Santa Clara Valley Water District

File No.: 24-0051

Agenda Date: 1/17/2024

Item No.: 8.1.

COMMITTEE AGENDA MEMORANDUM **Santa Clara Valley Water District Youth Commission**

Government Code § 84308 Applies: Yes ☐ No ☒
(If "YES" Complete Attachment A - Gov. Code § 84308)

SUBJECT:

Discuss Proposed Policy Review Project.

RECOMMENDATION:

Discuss the proposed policy review project and make recommendations, if any.

SUMMARY:

The Santa Clara Valley Water District Youth Commission will receive an orientation on the Valley Water's purpose and mission, as well as the Commission's purpose, membership, responsibilities, meeting conduct, and agenda creation, as outlined in the attached Board Advisory Committee Handbook (Attachment 1).

ENVIRONMENTAL JUSTICE IMPACT:

There are no Environmental Justice impacts associated with this item.

ATTACHMENTS:

Attachment 1: Board Advisory Committee Handbook

UNCLASSIFIED MANAGER:

Candice Kwok-Smith, 408-630-3193

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Board Advisory Committee Handbook

of Guidelines and Responsibilities



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MARCH 2023 – Santa Clara Valley Water District

A.

ORGANIZATION

MARCH 2023 – Santa Clara Valley Water District

SANTA CLARA VALLEY WATER DISTRICT (VALLEY WATER)

Purpose

The Santa Clara Valley Water District (Valley Water) is a California special district formed and operating under special sections of California law, referred to as the District Act.

Valley Water manages an integrated water resources system that includes the supply of safe, clean water, flood protection and stewardship of streams on behalf of Santa Clara County's 2 million residents.

Valley Water effectively manages 10 dams and surface water reservoirs, three water treatment plants, a state-of-the-art water quality laboratory, **approximately 285** acres of groundwater recharge ponds, and more than 275 miles of streams. We also operate the award-winning Silicon Valley Advanced Water Purification Center, the largest plant of its kind in Northern California and the focal point of our efforts to expand Santa Clara County's local drinking water supply.

Valley Water provides wholesale water and groundwater management services to local municipalities and private water retailers who deliver drinking water directly to homes and businesses in Santa Clara County.

Valley Water's stream stewardship responsibilities include creek restoration, wildlife habitat protection, stream water pollution prevention, and natural flood protection.

District Mission

The mission of Valley Water is to provide Silicon Valley safe, clean water for a healthy life, environment and economy.

District Act

The District Act is the California Law that charges Valley Water with providing comprehensive water management for beneficial uses, protecting the County from flooding, and enhancing, protecting and restoring streams, riparian corridors, and natural resources within Santa Clara County. The intent of the District Act is for Valley Water to work collaboratively with other appropriate entities in Santa Clara County to carry out these functions.

District Act Section 12.5 provides for the creation of Board Committees (Committees) to serve the best interest of Valley Water. The District Act specifically states that there will be an advisory committee consisting of farmers to represent users of agricultural water.

BOARD OF DIRECTORS

About

Valley Water Board of Directors (Board) is comprised of seven elected members each elected from equally-divided districts who serve overlapping, four-year terms.

The purpose of the Board, on behalf of the people of Santa Clara County, is to see to it that Valley Water provides Silicon Valley safe, clean water for a healthy life, environment and economy.

In pursuit of this purpose, consistent with the District Act, the Valley Water Board adopts policies to govern its own processes; delegates its power; communicates Valley Water's mission, general principles, and ends; and provides constraints on executive authority.

The Board governs with an emphasis on (a) outward vision, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of Board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) pro-activity rather than reactivity.

Annually, as part of the strategic planning process, the Board identifies specific areas that they monitor closely and engage regularly. These areas are identified in the yearly Board Work Plan

<https://s3.us-west-2.amazonaws.com/valleywater.org.if-us-west-2/f2-live/FY2022-2023%20VW%20BOD%20FINAL.pdf>

The Board elects both the Chair and Vice Chair, who each serve 1-year terms beginning at the first Board meeting in January of each year.

Individual Board members serve as representatives of the Board to the Committees. Board representatives report out to the Committees on current Valley Water and Board-related activities and communicate back to the full Board the Committees' policy recommendations, comments, or other requests for consideration.

Board District Boundaries

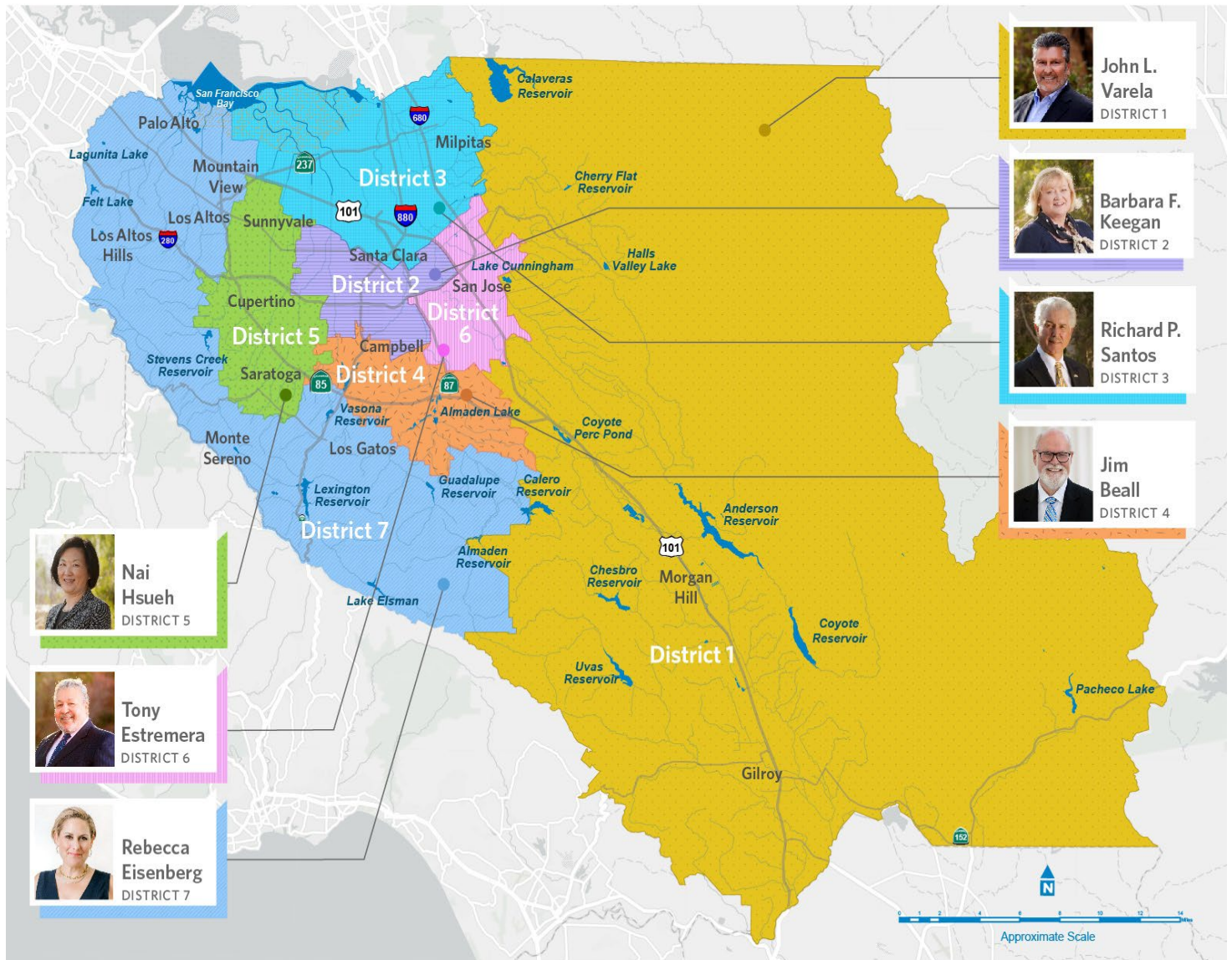
The Valley Water Board of Directors each represents individual equal electoral districts. Included here are a list of the individual Directors, their specific districts, and a district boundary map.

BOARD MEMBERS

District 1	John L. Varela
District 2	Barbara F. Keegan
District 3	Richard P. Santos
District 4	Jim Beall
District 5	Nai Hsueh
District 6	Tony Estremera
District 7	Rebecca Eisenberg

2023 Board Chair– John L. Varela
2023 Board Vice Chair – Barbara F. Keegan

Valley Water Board of Directors District Boundaries Map



MARCH 2023 – Santa Clara Valley Water District

BOARD COMMITTEES

Role of Board Committees

The Committees help the Board do its job as the policy setting body. Committees do this by assisting the Board with:

- Reviewing, developing and providing policy alternatives.
- Providing comments on activities in the implementation of Valley Water's mission for Board consideration; and,
- Helping produce the link between Valley Water and the community.

In carrying out these duties, Committee members bring to Valley Water their respective expertise and the interests of the communities they represent.

Membership

Committee members and alternates serve two-year renewable terms that begin upon appointment, or January 1st if a renewed appointment, and expire on December 31st of the year following appointment. Term of office for Committee members and alternates who are appointed mid-year will begin upon appointment and run through December 31st of the year following appointment.

Municipal appointed Committee members will be held over until they are reappointed, or successors are appointed by the County of Santa Clara and each City and Town therein.

Board member nominee appointments to Committees will be subject to approval of the Board.

Board Committee Purpose and Structure

The Board has established four Committees to assist with policy review and development, provide comment on activities in the implementation of Valley Water's mission for Board consideration, and to identify Board-related issues pertaining to the following:

Agricultural Water Advisory Committee

Purpose:

Agricultural water supply and use and groundwater production charges.

Structure:

The Agricultural Water Advisory Committee is comprised of sixteen members who are farmers and reside or do business, as determined by the Board, within Santa Clara County, and one member who owns a private well (non-retail) within Santa Clara County. The Agricultural Water Advisory Committee does not have alternate members.

Each Director may nominate up to two farmers who reside and/or farm within the nominating Director's district. In the event that a Director is unable to nominate a farmer from his/her district, the Director may nominate a farmer from anywhere within Santa Clara County.

The Loma Prieta Resource Conservation District and the Santa Clara County Farm Bureau may each nominate one representative for appointment as long as the nominee is a farmer who resides or does business, as determined by the Board, within Santa Clara County.

Environmental and Water Resources Committee

Purpose:

Water supply, flood protection and environmental stewardship.

Structure:

The Environmental and Water Resources Committee is comprised of 21 members. Each Director may nominate up to 3 members to serve on the committee.

Santa Clara Valley Water Commission

Purpose:

Water supply, flood protection and environmental stewardship.

Structure:

The Santa Clara Valley Water Commission is comprised of 18 elected representatives: one from each City and Town in Santa Clara County, the County of Santa Clara, the Santa Clara County Open Space Authority, and the Midpeninsula Regional Open Space District. Each elected representative may have at least one alternate who may be another elected official or staff person from the same jurisdiction.

All municipal representatives and alternates to the Santa Clara Valley Water Commission shall be appointed by their perspective agency.

Santa Clara Valley Water District Youth Commission

Purpose:

To assist the board with public policy, education, outreach, and all matters impacting the Santa Clara County youth and the water district. Foster greater involvement of youth in local government to inspire and develop future public policy leaders and professionals with an awareness of issues and activities relating to water supply, conservation, flood protection, and stream stewardship.

Structure:

Each Board Member will appoint 3 commissioners per district for a total of 21 youth commissioners.

MARCH 2023 – Santa Clara Valley Water District

Role of Oversight Manager

Each Committee has a Valley Water Oversight Manager. The Oversight Manager is responsible for implementing the Board's direction for the overall purpose for Board Committees, including proposing subject matter for the yearly work plans. Oversight Managers and their staff serve as technical advisors to the Board Committees by:

- Developing staff analysis of Committee requests/recommendations for inclusion in the Board Agenda item conveying such requests to the Board;
- Presenting Board agenda item containing Committee requests/recommendations at appropriate Board meeting;
- Developing Committee Agenda items from Committee work plans; and
- Attending Committee meetings to make presentations, respond to questions, and participate in discussion.

Role of the Office of the Clerk of the Board

The Office of the Clerk of the Board is responsible for:

- Coordinating information between the Board Committees and the Board, and Committee Oversight Manager;
- Providing administrative and logistical support to the Board Committees;
- Managing Board Committee membership;
- Ensuring Agenda and Meetings are in compliance with the Ralph M. Brown Act;
- Coordinating, Posting and Distributing Board Committee and Board Agenda Items;
- Supporting and Assisting Board Committee Chairs during meetings;
- Managing Board Committee Work Plans;
- Tracking and managing Board Committee Attendance;
- Managing historical records of the Board Committee; and
- Managing Board Committee web pages

MARCH 2023 – Santa Clara Valley Water District

MARCH 2023 – Santa Clara Valley Water District

B.

RESPONSIBILITIES AND OBLIGATIONS

MARCH 2023 – Santa Clara Valley Water District

RESPONSIBILITIES AND OBLIGATIONS

Attendance Requirements

While time commitments will vary depending upon schedules and workload, Board Committee members are expected to attend all scheduled meetings. Following two or more unexcused absences, the Board may choose to rescind a Board Committee member's appointment. An unexcused absence is defined as failure to notify the Office of the Clerk of the Board at least 48 hours in advance that the member will not attend the meeting.

Resignation Process

It is fully expected that appointed Board Committee members will serve their term of office. However, it is understood that personal and professional circumstances might prompt an unexpected resignation. If a Board Committee member must resign, a letter of resignation stating the effective date of the resignation must be forwarded to the Office of the Clerk of the Board. The Clerk's office will process and notify the Board and the Committee.

Rescinding Appointment Process

Upon confirmation of a Board Committee member's two or more consecutive unexcused absences, the nominating Director or the Committee Board Representative is notified of the committee member's absences. Generally, the nominating Director or the Clerk's office will contact the committee member to determine continued interest in serving. If the committee member is no longer interested in serving, an email of resignation will be requested.

Committee Officers

The officers of each Committee consist of a Chair and a Vice Chair, and members of the Committee. The Chair and Vice Chair are elected by a vote of the Committee, each for a term of one-year commencing on the first meeting of the calendar year and ending on December 31, and for no more than two consecutive terms.

Chair

The Chair has the following authority and duties:

- (a) Preside at all meetings of the Committee;
- (b) Facilitate productive meetings in accordance with posted Agenda and the Ralph M. Brown Act (open meeting law);
- (c) Add items to the Committee agenda with Board approval;
- (d) Invite speakers for any agenda item with Board approval;
- (e) Manage speaker time limits;
- (f) Facilitate communication of committee comments, requests, and recommendations to the Board;
- (g) Report to the committee on decisions of the Board which impact the committee's activities; and
- (h) Perform other such duties as the Committee may prescribe consistent with the purpose of the Committee.

Vice Chair,

The Vice Chair will perform the duties of the Chair in the absence or incapacity of the Chair.

In case of the unexpected vacancy of the Chair, the Vice Chair, will perform such duties as are imposed upon the Chair until such time as a new Chair is elected by the Committee.

Should the office of Chair, or Vice Chair, become vacant during the term of such office, the Committee will elect a successor from its membership at the earliest meeting at which such election would be practicable, and such election will be for the unexpired term of such office.

Should the Chair and Vice Chair, know in advance that they will both be absent from a meeting, the Chair, may appoint a Chair, Pro-tempore to preside over that meeting. In the event of an unanticipated absence of both the Chair, and Vice Chair, the Committee may elect a Chair, Pro-tempore to preside over the meeting in their absence.

BOARD/BOARD COMMITTEE RELATIONSHIPS

Interaction with the Public

Since Committees are ran in accordance with the Ralph M. Brown Act (Brown Act), all meetings are open, public meetings and must allow for public comment on any subject within the subject matter jurisdiction of the committee (Public Comment Period). Also, the public may provide comments on items listed on the committee agenda.

The Board Committee Chair controls the public comment period and speaker time limit. Committees are encouraged to hear and consider public comments on issues prior to taking any formal action.

Relationship with the Board of Directors

Board Committees are created to assist the Board in policy setting and producing the link between Valley Water and the public through information sharing with the communities they represent. This does not mean that individual members cannot have opinions or positions divergent from those the Board has taken. The board committees' recommendations are advisory to the Board. The Board values the comments from the board committees when doing their final deliberation; however, there may be times when the Board may choose to take a position different from that recommended.

Subcommittees (Working Groups)

Subcommittees (working groups) of Board Committees may be formed by the Committee, however with Board approval to receive staff assistance/support. Also, less than a quorum of Committee members may meet informally outside of regularly scheduled meetings in accordance with Brown Act requirements.

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C.

**GOVERNANCE
POLICIES OF THE
BOARD OF
DIRECTORS**

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Overview

The Board has adopted written governing policies which, at the broadest levels, address each category of organizational decision. There are four categories of policies:

1. **Governance Process** addresses how the Board itself will operate and monitors its own tasks and responsibilities (How the Board conducts its business);
2. **Board Appointed Officer (BAO) Linkage** addresses how power is delegated and its proper use monitored (Board's delegation to the Board Appointed Officers - CEO, District Counsel, Clerk of the Board);
3. **Ends** specify the results, recipients, and costs of results intended (What the Board has directed the BAO to accomplish);
4. **Executive Limitations** limit the executive authority and establish the boundaries that all executive activity and decisions must take place (Boundaries set by the Board stating what the BAOs cannot do to accomplish the Board's Ends policies)

In addition to the Board's policies, the BAO/CEO has implemented reasonable **BAO/CEO Interpretations** regarding accomplishing the Board's policies without exceeding set boundaries – Executive Limits

Ends Policies

The Board's Ends policies state what the Board has directed the BAOs to accomplish. Since the Board is a policy setting body, the Board Committees are advisory to the Board.

The Ends policies provide directions to the BAOs as to the intended results, organization products, impacts, benefits, outcomes, recipients, and their relative work (what good for which recipients at what costs). In implementing Board directions, staff will be guided by the following general principles:

- An integrated and balanced approach in managing a sustainable water supply, effective natural flood protection and healthy watersheds is essential to prepare for the future.
- Effective public engagement in accomplishing Valley Water mission is achieved through communication that involves the community and key stakeholder groups in a transparent and open manner.
- A net positive impact on the environment is important in support of Valley Water mission and is reflected in all that we do.

The Ends policy categories are Water Supply Services, Natural Flood Protection, Water Resources Stewardship, Climate Change Mitigation and Adaptation. Each category has identified goals and stated objectives to reach and maintain the goals.

Governance Process Policies

There are two Governance Process policies that are relevant to the Board Committees. They are:

Governance Process Policy No. 8 – Board Committee Principles

The District Act provides for the creation of advisory boards, committees or commissions by resolution to assist the Board in performing its job, as defined.

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Accordingly, the Board may establish the following type of Board Committees to assist it with policy advice, District Mission implementation, respective expertise, and, very importantly, to help produce the link between the District and the community:

Board Standing Committee – A Committee created by ordinance, resolution, or formal action of the Board comprised of less than a quorum of the Board and/or external members having continuing subject matter jurisdiction or a meeting schedule fixed by ordinance, resolution, or formal action. Annually, the purpose of an established Standing Committee will be reviewed to determine its relevance.

Board Ad Hoc Committee – A Committee comprised of less than a quorum of the Board and/or external members having a limited term, to accomplish a specific task, is established in accordance with the Board Ad Hoc Committee procedure (Procedure No. W723S01). Annually, the purpose of an established Ad Hoc Committee will be reviewed to determine its relevance.

In keeping with the Board's broader focus, Board Committees will not direct the implementation of District programs and projects, other than to receive information and provide advice and comment.

Accordingly:

- 8.1. When used, Board Standing Committees and Board Ad Hoc Committees will be established so as to reinforce the wholeness of the Board's job and so as to never interfere with delegation from the Board to the BAOs.
 - 8.1.1. Board Standing Committees and Board Ad Hoc Committees are established for a specific purpose as defined by the Board. The committees' purpose may also include a definition in authority and limitation in duration. Expectations and authority will be carefully stated in order not to conflict with authority delegated to the BAOs.
 - 8.1.2. Board Standing Committees and Board Ad Hoc Committees will communicate directly with the Board and will not exercise authority over staff. Therefore, because the BAOs work for the full Board, they will not be required to obtain approval of a Board Standing Committees or Board Ad Hoc Committee before an executive action.
- 8.2. This policy applies to any group which is formed by Board action, whether or not it is called a committee and regardless of whether the group includes Board members. It does not apply to committees formed under the authority of the BAOs.
- 8.3. Board Committees will conduct their meetings in accordance with the provisions of the Brown Act (Open Meetings Law), even when the Brown Act would not otherwise apply to the committee due to its nature, function, or duration. If an exception of this policy is deemed to be in the best interest of the District, the reason for the exception will be identified at the time the Board or Chair creates the committee.
- 8.4. On an annual basis, the Board will review the structures, functions, and purposes of the Board Committees to ensure that the Board's needs are being met.

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Governance Process Policy No. 9 – Board Committee Structure

Nominations of Board members to committees shall be made by the Chair subject to approval by the Board, subject to annual review.

9.1. Board Committees:

- 9.1.1. A committee is a Board committee only if its existence and charge come from the Board, regardless whether Board members sit on the committee. Unless otherwise stated, a committee ceases to exist as soon as its task is complete.

9.2. Board Members Representation on Board Standing and Ad Hoc Committees:

- 9.2.1. Board members who are not the appointed representatives to Board Standing or Ad Hoc Committees shall be permitted to attend open noticed meetings of such committees only as observers to watch and listen, and not participate in discussion, ask questions or make statements. The non-appointed Board member(s) must observe the meeting from the area designated for members of the public. During the course of the meeting, appointed representatives of Board Standing or Ad Hoc Committees shall not speak to or otherwise engage with non-appointed Board members attending the meeting as observers.

9.3. Board Members Representation on External Committees:

- 9.3.1. Board members serving on external committees or other governing bodies shall serve in the best interest of the District unless otherwise required by statute, ordinance, resolution or other legislative action.
- 9.3.2. Board members shall serve on appointed committees to maintain effective relationships.

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D.

BROWN ACT REQUIREMENTS

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OPEN AND PUBLIC MEETINGS

The Brown Act is California's "open meeting" law for local government, and its purpose is to ensure that the deliberations of local government entities are conducted publicly and their actions are taken openly. The requirements of the Brown Act apply to governing bodies of local governmental agencies, including the District, and any commission, committee, board, or other body of the local agency, whether permanent or temporary, decision-making, or advisory that is created by formal action of the Board.

Committee meetings are conducted in accordance with the Brown Act. While the Brown Act has many provisions, the key provisions affecting Committees are summarized here. All Committees are required to have regular meeting schedules; must post meeting agendas at least 72 hours in advance of regular meetings; are not permitted to take action or discuss any items or subjects not listed on the posted agenda; must provide opportunity for public comment on any item of interest that is within the subject matter jurisdiction of the Committee; and generally must hold meetings within Santa Clara County.

Meeting Definition

Under the Brown Act a "meeting" is defined as a gathering of a majority of members of the legislative body to hear, discuss or deliberate upon any item that is within the subject matter of the legislative body. Therefore, all gatherings of a majority of Committee members to consider Committee business must adhere to the Brown Act requirements. There are limited exceptions to the meeting rule, which allow a majority of the Committee to be present at the following, so long as Committee business is not discussed among the members:

- Conference or seminar open to the public
- Other organization or community group's open and publicized meeting
- Other legislative body's meeting (e.g., District Board of Directors meeting)
- Purely social or ceremonial occasion

The Brown Act does allow individual contacts or conversations between Committee members or between a Committee member and staff or another party about Committee business; however it does not allow individual contacts that result in a "serial meeting." A "serial meeting" is a series of meetings or communications about Committee business among a majority of Committee members through either one or more persons acting as intermediaries or through use of a technological device (i.e., telephone answering machine, e-mail, or voice mail).

Meetings Shall Be Open and Public

There are two essentials for an open and public meeting. One is **effective notice**; the other is **an agenda** which adequately describes the items to be considered. Every Committee meeting must have public notice and a binding Agenda.

The Brown Act requires an agenda to be posted at least 72 hours before a regular meeting. However, Board Governance Policy Executive Limitations Policy No. 7.10 states that "BAO shall make available to the public agendas and staff reports, if available, containing recommendations about any item on the agenda of a regular public meeting of the Board, or of a public hearing conducted by the Board, or of a Board Ad Hoc Committee or Board Committee, no later than 10 days prior to the date of such meeting."

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The agenda should contain a brief general description of each item of business to be transacted or discussed at the meeting. No action or discussion can take place on an item not on the posted agenda. However, there can be brief responses to questions and other limited, routine comments.

The meeting packets prepare committee members in advance of meetings and help facilitate discussion by explaining and describing the subject matter and any recommendations for committee discussion and/or action on the item.

All Persons Shall Be Permitted

A number of Brown Act provisions protect the public's right to attend and participate at meetings.

Members of the public cannot be required to register their names, provide other information, complete a questionnaire, or otherwise "fulfill any condition precedent" to attending a meeting. **Any attendance list, questionnaire or other document circulated at a meeting must clearly state that its completion is voluntary, and that the person may attend whether or not they fill it out.** It is a good practice to indicate the purpose of the list (i.e., "Please sign this list if you wish to receive notice of future meetings").

No meeting or any other function can be held in a facility that prohibits attendance based on race, religious creed, color, national origin, ancestry or sex, or which is inaccessible to handicap, nor can a meeting be held where the public cannot be present without making a payment or a purchase. If a lunch meeting is held at a restaurant or banquet facility, seating must be made available for the press and public at no charge.

No action may be taken by secret ballot, whether preliminary or final. The legislative body may remove persons from a meeting who willfully interrupt proceedings. They may also have the room cleared; however, members of the news media who have not participated in the disturbance must be allowed to stay.

Records and Recording

The public has a right to review agendas and other writings distributed to a majority of the legislative body. Except for privileged documents, those materials are public records and must be made available.

The public is also specifically allowed to use audio or videotape recordings or still or motion picture cameras at a meeting, absent a reasonable finding by the legislative body that they would disrupt proceedings. Disruption could be found to exist if they set up a camera in an aisle that would block a fire exit or path to a fire exit.

Quorums and Actions

Quorums

A majority of the appointed members of the Committee or their alternates is required to constitute a quorum for the purposes of conducting its business and exercising its powers and for all other purposes.

If the Office of the Clerk of the Board has been notified at least two business days in advance of a scheduled meeting that a quorum will not be present, the Committee Clerk will cancel the meeting and notice the membership and interested members of the public of the cancellation.

In the event that a Committee meeting is cancelled due to the lack of a quorum, upon concurrence of the Committee Chair and the Board Representative, the Committee meeting may be re-scheduled to a specified date, time, and place.

In the event a quorum of the Committee is not present at the scheduled start time of the meeting, or is lost during the meeting, at the discretion of the Chair of each Board Committee, individual Committee members present in the room may proceed to hear informational agenda items, including any staff reports. No action shall be taken on any agenda item when a quorum does not exist. No official record of statements made by individual Committee members, staff, or members of the public will be created. However, if a quorum is achieved at any time, action items may be heard, discussed and voted upon.

Vote/Actions

Except for such actions to adjourn, action of the Committee may be taken only upon the affirmative vote of not less than a majority of the present appointed members or their alternates present. The voting on all matters shall be by voice vote unless a roll call vote is called for by any member of the committee. Only appointee Committee members or appointed alternates (who are sitting in an appointed member's stead) may vote on a matter.

Penalties and Remedies for Violation

Penalties

The Brown Act provides criminal misdemeanor penalties for certain violations. Specifically, the Brown Act punishes attendance by a member of the body at a meeting where action is taken in violation of the Brown Act, and where the member intends to deprive the public of information to which the member knows or has reason to know the public is entitled. The term "action taken" includes a collective decision, commitment or promise by a majority of the member of a body. The fact that the decision is tentative rather than final does not shield participants from criminal liability.

Remedies

The district attorney or any interest person may seek injunctive, mandatory or declaratory relief in a superior court. Either interested persons or the district attorney may seek to have actions taken in violation of the Brown Act declared null and void by a court.

COMMITTEE MEETINGS

Meeting Schedule

Committees shall convene up to four times per year or more often, as authorized by the Board, except for the Agricultural Water Advisory Committee, which shall convene at least once a year, or more often, as authorized by the Board.

Preparing for Meetings

The Clerk of the Board's Committee Liaison sets the Committee's annual work plan to align with the Board's approved annual strategies and priorities. Staff, Committee or members of the public's recommended modifications or requests that were approved by the Board can be added to Committee's work plan. The Board may also initiate modifications to work plans at any time.

Notices of each meeting, together with an agenda, the draft minutes of the preceding meeting, and supporting meeting materials, shall be provided to the Committee members no less than 7 business days in advance.

Committee Meeting Agendas, Packet and Handouts

Committee meeting agendas are developed in accordance with the Brown Act and specifically, from the Board-approved Committee work plan.

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Committee Agendas and agenda items are developed up to eight weeks prior to the scheduled meeting and are posted and distributed 7-days before the meeting. Agendas, meeting packets and handouts are available to the public on-line on the committee webpage and at the public table during the meeting.

Committee Agenda generally consist of the following categories:

- Call to Order/Roll Call
- Time Open for the Public Committee on Any Item Not on Agenda (*Brown Act Requirement*)
- Approval of Minutes (*Action Item*)
- Action Items (*Items presented for Committee discussion and action*)
- Standing Items Report
- Information Only Items (*Informational items only – not for discussion or presentation; clarifying questions may be asked*)
- Clerk Review and Clarification of Committee Action to the Board (*Clerk review of approved motions of the Committee*)
- Reports (*Brief Reports and/or announcements on activities; information only no extensive discussion*)
 - ✓ Director's Report (*Report by Board Representatives*)
 - ✓ Manager's Report (*Report by Committee Oversight Manager/staff*)
 - ✓ Committee Member Reports (*Reports from Committee members*)
 - ✓ Link to Informational Reports
- Adjourn

Adding Items to the Committee Agenda

Committee meeting agendas are developed in accordance with the Brown Act, Board-driven Committee work plan and distribution deadlines (regulatory and policy).

The process to request that items be added to Committee meeting agendas is as follows:

- The Board, during meeting, may initiate and direct items be added to a Committee work plan. If so, an agenda item is developed by subject matter expert staff for presentation to the Committee.
- A Committee may request an item is placed on its work plan for a future meeting. The request must be considered by the Committee and voted upon. If the motion carries, the meeting agenda item request is brought to the Board for consideration and approval. Upon approval by the Board, a meeting agenda item is developed by subject matter expert staff for presentation to the Committee.
- The Committee Chair may add items to the Committee agenda in accordance with the Brown Act and Clerk distribution schedule with Board approval. Board approved agenda items will take priority. Committee Chair must coordinate any addition with the Office of the Clerk of the Board. The Clerk will notify the Board Chair, and Oversight Manager of any additional items.
- The public may approach a Committee requesting that an item be placed on their work plan. The request may be considered by the Committee and voted upon. If the motion carries, the agenda item request is brought to the Board for consideration and approval. Upon approval by the Board, an agenda item is developed by subject matter expert staff for presentation to the Committee.
- The public may approach the Board during Board meetings to request an item be agendized on a committee work plan. The Board may consider the request and determine whether to have the item agendized. If so, a meeting agenda item will be developed by subject matter expert staff for presentation to the Committee.
- The public may correspond, e.g. letter, e-mail, to the Board requesting an item be placed on a Committee work plan. The Board may agendize a discussion at a future Board meeting to consider the request and direct whether to have the

item agendaized on a future Committee work plan. If so, a meeting agenda item is developed by subject matter expert staff for presentation to the Committee.

Meeting Handouts

Handouts relevant to specific Committee Agenda items may be forwarded to the Office of the Clerk of the Board by deadlines below. The Clerk's office will copy and distribute accordingly:

- Handouts received prior to the 7-day posting schedule will be included in the agenda packet and posted to the Committee web page;
- Handouts received after 7-day posting schedule will be distributed at the Committee meeting and posted to the Committee web page the next business day after the meeting; and
- If handouts are distributed at the meeting, Committee members **must provide 40 copies** to distribute to the Committee members, staff and the public. Handouts will be posted to the Committee web page the next business day after the meeting.

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E. ETHICS AND BUSINESS CONDUCT

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ETHICS AND BUSINESS CONDUCT

The Board of Directors of Santa Clara Valley Water District commits itself and its members to ethical, business-like, and lawful conduct, as outlined in Board Governance Process Policy GP-6 – Board Members' Code of Conduct.

Given that Board Committees serve as advisory bodies to the Board, it is essential to also commit to ethical, business-like and lawful conduct.

Board Committees, therefore, are conducted in accordance with the Brown Act.

In addition, Board Committee members are encouraged to:

- Carry out advisory function transparently, and with honesty and commitment; and
- Avoid decisions where private, personal interest may conflict with advisory function

To help promote public confidence in all Board Committee deliberations, the following process should be followed:

- Consider all facts and recommendations before making a decision;
- Listen carefully to the interest of stakeholders;
- Properly prepare for deliberation by reading meeting Agenda material;
- When possible, develop options for action and share your rationale for those choices during deliberations; and
- Chose the action that best advances the District's mission.

Contact Information

For additional information regarding the Board's Committees and/or to download a membership application, please visit <https://www.valleywater.org/how-we-operate/committees/board-advisory-committees>.

For additional information regarding the Board's Committees, please contact:
Glenna Brambill, Committee Liaison, at 1-408-630-2408, or gbrambill@valleywater.org.



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Santa Clara Valley Water District

File No.: 24-0052

Agenda Date: 1/17/2024

Item No.: 8.2.

COMMITTEE AGENDA MEMORANDUM **Santa Clara Valley Water District Youth Commission**

Government Code § 84308 Applies: Yes ☐ No ☒
(If "YES" Complete Attachment A - Gov. Code § 84308)

SUBJECT:

Receive Information Relating to Board of Directors Work Plan Standing Items.

RECOMMENDATION:

Receive information relating to Board of Directors Work Plan standing items.

SUMMARY:

In January 2022, the Board of Directors approved aligning the Board Advisory Committees' agendas and work plans with the Board's yearly work plan.

The new agenda format will allow regular reports on the Board's priorities from the Board's committees and/or Board committee representative and identify subjects where the committees could provide advice to the Board on pre-identified subjects in a timely manner to meet the Board's schedule and distribute information/reports that may be of interest to committee members.

This item allows the Santa Clara Valley Water District Youth Commission to receive verbal or written updates and discuss the Board's Fiscal Year 2023-2024 Work Plan Strategies. These items are generally informational. However, the Committee may request additional information and/or provide collective input to the assigned Board Committee.

ENVIRONMENTAL JUSTICE IMPACT:

There are no Environmental Justice impacts associated with this item.

ATTACHMENTS:

Attachment 1: Board Work Plan Standing Items Report

UNCLASSIFIED MANAGER:

File No.: 24-0052

Agenda Date: 1/17/2024
Item No.: 8.2.

Candice Kwok-Smith, 408-630-3193

FY2022-2023 BOARD WORK PLAN – STANDING ITEMS REPORT

December 2023

INTEGRATED WATER RESOURCES MANAGEMENT GOAL: Efficiently manage water resources across business areas.	
Objective 1:	Protect and maintain existing assets and infrastructure and advance new projects.
Updates:	<ul style="list-style-type: none"> On September 19, 2023, the Valley Water Board of Directors held a special workshop to review and provide feedback on the Capital Projects included in the Five-Year Capital Improvement Program funded by the Water Utility Enterprise Fund. Valley Water’s Water Quality Lab received recognition from the Environmental Laboratory Accreditation Program (ELAP) for its proactive implementation of The TNI standard. The recognition comes after completing the lab’s on-site audit, where the program commended Valley Water for its commitment to protecting environmental and public health by producing reliable data. The Water Quality Lab is also accredited to test 29 PFAS compounds, also known as “forever chemicals,” which puts it amongst a select few utility laboratories in the State of California that have this specialized testing capability.
Objective 2:	Improve internal capacity to negotiate and acquire regulatory permits.
Updates:	<ul style="list-style-type: none"> In September 2023, Valley Water hosted an environmentally-focused stakeholders Meeting of a diverse cross-section of environmental leaders to discuss how we can best work together to better accomplish mutually beneficial projects and shared goals, including climate resiliency, environmental stewardship, and potential areas for partnership associated with Valley Water’s key projects and priorities.
Objective 3:	Educate the community, elected officials and external stakeholders on our management of water resources in Santa Clara County.
Updates:	<ul style="list-style-type: none"> Valley Water released the first installments of an environmental video series highlighting Valley Water’s commitment to environmental stewardship. Videos released so far this fiscal year include: “The Transformation of Lake Silveira,” “Saving the Coyote Ceanothus,” and “Monitoring Fish in Santa Clara County.” Videos can be found through Valley Water’s social media and YouTube channels. On November 17, 2023, Valley Water held a Special Joint Meeting with the City of San Jose and discussed: emergency preparedness, the South San Francisco Bay Shoreline Project Phase I, purified and recycled water, the Anderson Dam Seismic Retrofit Project and Coyote Creek Flood Protection Project, and coordination on unhoused issues. In November 2023, Valley Water executive staff met with officials in Washington, DC, to advocate for federal funding and policies that will help advance Valley Water projects including the Anderson Dam Seismic Retrofit Project, South San Francisco Bay Shoreline Project, Recycled and Purified Water Program, Upper Guadalupe River Project, and more. Valley Water received positive feedback about the progress we have made on these projects, along with continued support for funding and resolving regulatory issues. To date in FY24, Valley Water’s Education Outreach Program presented to: 2,730 students and educators, and 900 members of the public. To date in FY24, Valley Water provided Water Infrastructure & Advanced Water Purification Center Tours to 897 individuals.

WATER SUPPLY GOAL: Provide a reliable, safe, and affordable water supply for current and future generations in all communities served.	
Objective 1:	Pursue new and diversified water supply and storage opportunities.
Updates:	<ul style="list-style-type: none"> In October 2023, Valley Water closed on a \$92 million Water Infrastructure Finance and Innovation Act (WIFIA) planning and design loan with the US Environmental Protection Agency (EPA) for the Pacheco Reservoir Expansion Project, at an interest rate of 5.08%. Total principal and interest cost for the loan is currently projected at \$285.7 million. The WIFIA loan is projected to save Valley Water \$45 million over the life of the loan, as compared to issuing long-term debt in the capital markets. Execution of the loan does not commit the Board to take any definitive action with regard to the project. No interest costs will be incurred until the loan is drawn upon, which is not anticipated to occur in Fiscal Year's 2024 or 2025. On December 8, 2023, the California Department of Water Resources (DWR) reached a significant milestone by releasing the final Environmental Impact Report (EIR) for the Delta Conveyance Project, the State of California's proposed plan to improve the infrastructure that carries water through the Sacramento-San Joaquin Delta. Valley Water will review the final EIR and use it as one of many pieces of information to help inform decisions regarding the project.
Objective 2:	Secure existing water supplies and water supply infrastructure
Updates:	<ul style="list-style-type: none"> On September 19, 2023, the Valley Water Board of Directors held a special workshop to receive an update and provide feedback on the Water Supply Master Plan 2050 planning and development. On December 1, 2023, the Department of Water Resources (DWR) announced an initial State Water Project (SWP) allocation of 10% for Valley Water. As is typical of DWR's approach to developing the SWP allocation, the initial allocation is a conservative initial assessment that will be updated through the winter and spring to reflect ongoing precipitation activity and storage levels. The December 10% allocation reflects the fact that storage levels in the State Water Project system are healthy (above average storage levels), but that hydrologic conditions in October and November were significantly drier than average. The allocation also conservatively assumes that dry conditions will continue in 2024.
Objective 3:	Lead purified water efforts with committed partners.
Updates:	<ul style="list-style-type: none"> Valley Water secured \$680,429 in grant awards from the U.S. Bureau of Reclamation (USBR) Water Recycling and Desalination Planning Fund. \$299,180 in grant funding will support the South County Water Reuse Program Feasibility Study Project and \$381, 249 will support the San José-Santa Clara Purified Water Program Feasibility Study. On October 4, 2023 Valley Water hosted a ribbon cutting for the South County Recycled Water Pipeline Project at the South County Regional Wastewater Authority. In September 2023, Valley Water participated as part of a panel of several water agencies and technical experts assembled by WaterReuse California to deliver comments to the California State Water Resources Control Board (Water Board) regarding Direct Potable Reuse (DPR) regulations. In December 2023, the Water Board voted in favor of new DPR regulations.
Objective 4:	Complete the Anderson Dam Seismic Retrofit Project.

Updates:	<ul style="list-style-type: none"> • In September 2023, Valley Water released the Draft Environmental Impact Report (EIR) for the Anderson Dam Seismic Retrofit Project. • On October 4, 2023, Valley Water hosted a public meeting on the Draft Environmental Impact Report for the Anderson Dam Seismic Retrofit Project at the Morgan Hill Community and Cultural Center. The hybrid meeting drew 107 attendees. • At the November 14, 2023 Board Meeting, staff provided an update to the Board of Directors on the status of the Anderson Dam Seismic Retrofit Project and Federal Energy Regulatory Commission Order Compliance Project. • Work continues on the Anderson Dam Outlet Tunnel Project. Contractors have excavated more than 1,000 feet of the 1,736-foot-long tunnel, which will provide greater control over reservoir water levels.
Objective 5:	Making water conservation a California way of life in Santa Clara County.
Updates:	<ul style="list-style-type: none"> • In October 2023, Valley Water was awarded WaterSense Partner of the Year by the U.S. Environmental Protection Agency. This is a competitive national award recognizing agencies that have gone above and beyond to promote an ethic of water efficiency to conserve water resources for future generations. As a first-time applicant, Valley Water won the award thanks to our outstanding water conservation programs and the collaboration and outreach efforts with our partners in the community to save water during our record-breaking drought in 2022.

NATURAL FLOOD PROTECTION GOAL: Provide Natural Flood Protection to reduce risk and improve health and safety.	
Objective 1:	Protect people and property from flooding by applying a comprehensive, integrated watershed management approach that balances environmental quality, sustainability, and cost.
Updates:	<ul style="list-style-type: none"> • In September 2023, Valley Water completed emergency construction on Regnart Creek in Cupertino to help stabilize the creekside so stormwater could safely flow downstream and away from the surrounding neighborhood in preparation for the upcoming rainy season.
Objective 2:	Provide flood protection equitably in all regions of the County, prioritizing disadvantaged communities.
Updates:	<ul style="list-style-type: none"> • Valley Water completed stream maintenance program work from June to October 2023, removing over 45,000 cubic yards (CY) of sediment for capacity and repairing over 1,200 linear feet (LF) of creek bank. Field crews continue monitoring over 275 locations countywide before, during, and after storm events to eliminate flow restrictions. • On October 25, 2023, Valley Water hosted a news conference for California Flood Preparedness Week to promote our Stream Maintenance Program and Get Flood Ready campaign and highlight our partnerships with the City of San José and other agencies. • On November 13, 2023, Valley Water and the City of San José held a joint news conference to outline storm emergency plans, the partnership between the two agencies, and our collaboration on the Coyote Creek Flood Measures Management Project. A toolkit with flood preparedness resources was shared with partner agencies and government officials. • On November 16, 2023, Valley Water provided a Winter Preparedness Workshop to the Santa Clara County Operational Area Council that acknowledges efforts to support flood readiness throughout the year. Valley Water will continue to work with regional partners to support storm-related response as needed.

	<ul style="list-style-type: none"> Valley Water’s annual Flood Awareness Campaign was launched with the delivery of the flood mailer to 48,000 homes and businesses in the Federal Emergency Management Agency’s Special Flood Hazard Area.
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ENVIRONMENTAL STEWARDSHIP GOAL: Sustain ecosystem health while managing local water resources for flood protection and water supply.	
Objective 1:	Plan and design projects with multiple benefits, including protecting ecosystem functions, enhancing habitat, and improving connectivity, equitably in all regions of the county.
Updates:	<ul style="list-style-type: none"> As part of the One Water Plan, Valley Water continues to develop watershed plans for Upper Pajaro River and Guadalupe River Watershed and expects to recommend finalized plans to the Board before the end of fiscal year 2024.
Objective 2:	Protect creeks, bay, and other aquatic ecosystems from threats of pollution and degradation.
Updates:	<ul style="list-style-type: none"> On August 22, 2023, Valley Water’s Board of Directors allocated additional resources to expand the level of service for cleanups of trash and debris generated from encampments in Santa Clara County. September 21, 2023 was Coastal Cleanup Day in Santa Clara County. The annual event attracted 1,209 volunteers to 53 cleanup sites countywide. Over 27,000 pounds of trash and recyclables were removed. Total Clean Up Numbers FY24 to date: 1,376 Volunteers and 34,000 pounds of trash & recyclables removed.
Objective 3:	Complete and implement the Fisheries and Aquatic Habitat Collaborative Effort (FAHCE) agreement.
Updates:	<ul style="list-style-type: none"> On August 8, 2023, Valley Water’s Board of Directors certified the Final Environmental Impact Report (EIR) for the Fish and Aquatic Habitat Collaborative Effort (FAHCE). The EIR details how Valley Water proposes to release water from our reservoirs to balance water supply needs while also providing habitat for steelhead in Stevens Creek and both steelhead and Chinook salmon in the Guadalupe watershed. The document also details how plants, wildlife, fisheries and water supply will be affected under different scenarios for operations and what we can do to enhance the various benefits. In August 2023, Valley Water reached a five-year milestone in its extensive fisheries monitoring program to collect data on various fish species in our creeks.

ADDRESSING ENCAMPMENTS OF UNSHELTERED PEOPLE GOAL: Humanely assist in the permanent relocation of unsheltered people on Valley Water lands along waterways and at water supply and flood risk reduction facilities in order to address the human health, public safety, operational, and environmental challenges posed by encampments.	
Objective 1:	Collaborate with agencies and other service providers to address the challenges posed by encampments and their impacts to waterways, water supply, and flood risk reduction facilities, including supporting the provision of outreach, counseling, transitional or affordable housing, or other services by these agencies and service providers.
Updates:	<ul style="list-style-type: none"> In August 2023, Valley Water was awarded a grant from the U.S. Environmental Protection Agency providing approximately \$2.2 million to perform encampment cleanups and provide portable toilets on heavily impacted creeks. The grant also provides about \$900,000 to address encampment-generated environmental impacts on Coyote Creek. On August 22, 2023, the Valley Water Board of Directors adopted a framework to address the effects of homelessness along waterways and work toward achieving a “functional

	<p>zero” level of encampments of unsheltered individuals and additional resources to support an enhanced level of service for Valley Water’s encampment cleanup operations.</p> <ul style="list-style-type: none"> On September 26, 2023, the Valley Water Board of Directors adopted a new Board Ends Policy “E-6: Encampments of Unsheltered People” that provides a vision and framework for addressing the broad impact of unsheltered people living in encampments on Valley Water land. In September 2023, CA Governor Newsom signed AB 1469 (Kalra) Valley Water Assisting Unsheltered People. The bill amended Valley Water’s District Act to allow flexibility to use Valley Water land and the existing ad valorem property tax to assist unsheltered people, including contracting for services or providing low-barrier navigation centers, supportive housing, transitional housing, affordable housing, or other facilities. These facilities would be operated by a city, the County, or a non-profit with the appropriate expertise to provide shelter and services that can improve outcomes for unsheltered people and enable compliance with federal case law requiring a legitimate offer of shelter before relocating unsheltered people living on public lands.
Objective 2:	Collaborate with the County and municipal partners to secure the safety of unsheltered people living on Valley Water lands along waterways and at water supply and flood risk reduction facilities, as well as secure the safety of residential neighbors and Valley Water staff.
Updates:	<ul style="list-style-type: none"> In August 2023, Valley Water was awarded a grant from the U.S. Environmental Protection Agency providing approximately \$2.2 million to perform encampment cleanups and provide portable toilets on heavily impacted creeks. The grant also provides about \$900,000 to address encampment-generated environmental impacts on Coyote Creek. On August 22, 2023, the Valley Water Board of Directors adopted a framework to address the effects of homelessness along waterways and work toward achieving a “functional zero” level of encampments of unsheltered individuals and additional resources to support an enhanced level of service for Valley Water’s encampment cleanup operations. On September 26, 2023, the Valley Water Board of Directors adopted a new Board Ends Policy “E-6: Encampments of Unsheltered People” that provides a vision and framework for addressing the broad impact of unsheltered people living in encampments on Valley Water land. In September 2023, CA Governor Newsom signed AB 1469 (Kalra) Valley Water Assisting Unsheltered People. The bill amended Valley Water’s District Act to allow flexibility to use Valley Water land and the existing ad valorem property tax to assist unsheltered people, including contracting for services or providing low-barrier navigation centers, supportive housing, transitional housing, affordable housing, or other facilities. These facilities would be operated by a city, the County, or a non-profit with the appropriate expertise to provide shelter and services that can improve outcomes for unsheltered people and enable compliance with federal case law requiring a legitimate offer of shelter before relocating unsheltered people living on public lands.

CLIMATE CHANGE GOAL: Mitigate carbon emissions and adapt Valley Water operations to climate change impacts.	
Objective:	Address future impacts of climate change to Valley Water’s mission and operations.
Updates:	<ul style="list-style-type: none"> On September 7, 2023, the Valley Water Board Policy and Planning Committee received an update on Valley Water’s Climate Change Action Plan including information on the Greenhouse Gas Reduction Plan and implementation of climate change adaptation actions.

	<ul style="list-style-type: none"> In October 2023, Valley Water released a Climate Change Action Plan (CCAP) annual implementation update, the first progress update and summary of actions since the initial adoption of the CCAP by Valley Water's Board of Directors in 2021.
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BUSINESS MANAGEMENT GOAL: Promote effective management of water supply, flood protection, and environmental stewardship through responsive and socially responsible business services.	
Objective 1:	Incorporate racial equity, diversity, and inclusion throughout Valley Water as a core value.
Updates:	<ul style="list-style-type: none"> Valley Water's Office of Racial Equity, Diversity and Inclusion (REDI) is continuing to evaluate, prioritize and implement the recommendations from its Diversity, Equity and Inclusion (DEI) Five-Year Strategic Master Plan. In October 2023, Valley Water was the recipient of the first-ever Environmental Justice Award from the Association of Metropolitan Water Agencies (AMWA), an organization of the largest publicly-owned drinking water systems nationwide. The Environmental Justice Award was created to recognize member utilities that commit to advancing equity and justice in their communities. The award is recognition of the work Valley, Water has done over the years to incorporate environmental justice and equity into its work both internally as an organization and in the greater community. On October 10, 2023, the Valley Water Board of Directors approved updates to the guidelines for naming/renaming district-owned lands, facilities and amenities. Valley Water's Board of Directors made the following declarations: September 15-October 15, 2023 as Chicano/Hispanic/Latino Heritage Month, October 2023 as Americans with Disabilities Employment Awareness Month, October 2023 as Polish American Heritage Month, October 2023 as German Heritage Month, October 2023 as Italian Heritage Month, October 2023 as Filipino American History Month, November as National Native American Heritage Month, and November 12-18, 2023 as United Against Hate Week.
Objective 2:	Maintain appropriate staffing levels and expertise while prioritizing the safety of our staff.
Updates:	<ul style="list-style-type: none"> On September 14, 2023, Valley Water's Next Gen Career Pathways Program presented at the statewide California Environmental Literacy Initiative (CAELI) Green Career Education Innovation Hub meeting in collaboration with Santa Clara County's Office of Education College and Career Pathways. The presentation was designed to spark interest in careers connected to the water industry and highlight Valley Water's efforts to create equitable access to high-growth, living-wage green careers that are essential to building a sustainable future.
Objective 3:	Provide affordable and cost-effective level of services.
Updates:	<ul style="list-style-type: none"> In September 2023, CA Governor Newsom signed AB 939 (Pellerin) Smart Financing for Valley Water Infrastructure. The bill amends the District Act to add the financial flexibility needed to help Valley Water adapt to climate change by fixing the revenue bond authority and authorizing general obligation bonds. The Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to Santa Clara Valley Water District for its annual comprehensive financial report for the fiscal year ended June 30, 2022. The report has been judged by an impartial panel to meet the high standards of the program. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and

	<p>its attainment represents a significant accomplishment by a government and its management.</p> <ul style="list-style-type: none"> • In October 2023, Valley Water hosted a "Meet the Primes" event aimed at connecting small and locally-owned businesses with prime contractors. The event provided a platform for diverse businesses, including small and locally-owned enterprises, to connect with prime contractors on contracting opportunities. The event also provided an opportunity for vendors to learn how to do business with Valley Water, discuss upcoming contracting opportunities, and receive information about the Small Business Enterprise (SBE) Preference and the Project Labor Agreement (PLA). Approximately 25 prime contractors attended hosting their own booths, and over 175 diverse businesses participated in the event. • Valley Water continues its partnership with Sacred Heart Community Service with funding for a Low-Income Residential Water Rate Assistance Program. Hundreds of households have qualified for assistance since the program's launch in late 2021. With submitted applications still being processed, hundreds more will benefit from the initiative in the coming months.
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Santa Clara Valley Water District

File No.: 24-0053

Agenda Date: 1/17/2024

Item No.: 8.3.

COMMITTEE AGENDA MEMORANDUM **Santa Clara Valley Water District Youth Commission**

Government Code § 84308 Applies: Yes ☐ No ☒
(If "YES" Complete Attachment A - Gov. Code § 84308)

SUBJECT:

Update from Santa Clara Valley Water District Youth Commission's Working Groups.

RECOMMENDATION:

Approve, discuss, and consider any new working groups or name changes. Receive updates on working groups, recommendations and make recommendations to the Board, as necessary.

SUMMARY:

The Santa Clara Valley Water District Youth Commission's (Commission) approved working groups will work on issues and policies that the Commission has on their work plan for the year.

This will be a standing agenda item.

BACKGROUND:

The District Act provides for the creation of advisory boards, committees, or commissions by resolution to serve at the pleasure of the Board.

Accordingly, the Board has established Board Committees, which bring respective expertise and community interest, to advise the Board, when requested, in a capacity as defined: prepare Board policy alternatives and provide comment on activities in the implementation of the District's mission for Board consideration. In keeping with the Board's broader focus, Board Committees will not direct the implementation of District programs and projects, other than to receive information and provide comment.

Further, in accordance with Governance Process Policy-3, when requested by the Board, the Board's Committees may help the Board produce the link between the District and the public through information sharing to the communities they represent.

ENVIRONMENTAL JUSTICE IMPACT:

There are no Environmental Justice impacts associated with this item.

ATTACHMENTS:

Attachment 1: 2023-2024 Working Groups Spreadsheet

UNCLASSIFIED MANAGER:

Candice Kwok-Smith, 408-630-3193

Working Groups

Purified Water Outreach	Youth Community Science Network
1. Agata Bak	1. Parnika Sadhu
2. Ishaan Mandala	2. Grace Liu
3. Daphne Zhu	3. Ca Nha Dang
4. Emma Gao	4. Daphne Zhu
5. Jonathan Lopez	5. Emma Gao
6. Niharika Koduru	6. Maitreya Banerjee
7. Lorelei Henry	7. Sam Alvarez
8. Oded Bronicki	8.
9. Ca Nha Dang	9.
10. Anika Kulkarni	10.
FULL at Below Quorum	
Career Day	Creek Stewardship
1. Jonathan Lopez	1. Sophie Beck
2. Oded Bronicki	2. Agata Bak
3.	3. Sam Alvarez
4.	4. Grace Liu
5.	5. Maitreya Banerjee
6.	6. Lorelei Henry
7.	7.
8.	8.
9.	9.
10.	10.

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Santa Clara Valley Water District

File No.: 24-0054

Agenda Date: 1/17/2024

Item No.: 8.4.

COMMITTEE AGENDA MEMORANDUM **Santa Clara Valley Water District Youth Commission**

Government Code § 84308 Applies: Yes ☐ No ☒
(If "YES" Complete Attachment A - Gov. Code § 84308)

SUBJECT:

Review Santa Clara Valley Water District Youth Commission Work Plan, the Outcomes of Board Action of Commission Requests; and the Commission's Next Meeting Agenda.

RECOMMENDATION:

Review and approve the Commission work plan to guide the commission's discussions regarding policy alternatives and implications for Board deliberation.

SUMMARY:

The attached Work Plan outlines the approved topics for discussion to be able to prepare policy alternatives and implications for Board deliberation. The work plan is agendaized at each meeting as accomplishments are updated and to review additional work plan assignments by the Board.

BACKGROUND:

Governance Process Policy-8:

The District Act provides for the creation of advisory boards, committees, or commissions by resolution to serve at the pleasure of the Board.

Accordingly, the Board has established Advisory Committees, which bring respective expertise and community interest, to advise the Board, when requested, in a capacity as defined: prepare Board policy alternatives and provide comment on activities in the implementation of the District's mission for Board consideration. In keeping with the Board's broader focus, Advisory Committees will not direct the implementation of District programs and projects, other than to receive information and provide comment.

Further, in accordance with Governance Process Policy-3, when requested by the Board, the Advisory Committees may help the Board produce the link between the District and the public through information sharing to the communities they represent.

ENVIRONMENTAL JUSTICE IMPACT:

There are no Environmental Justice impacts associated with this item.

ATTACHMENTS:

Attachment 1: YC Work Plan January 17, 2024

UNCLASSIFIED MANAGER:

Candice Kwok-Smith, 408-630-3193

2023-2024 Work Plan Santa Clara Valley Water District Youth Commission

Update: December 2023

The annual work plan establishes a framework for committee discussion and action during the annual meeting schedule. The committee work plan is a dynamic document, subject to change as external and internal issues impacting the District occur and are recommended for committee discussion. Subsequently, an annual committee accomplishments report is developed based on the work plan and presented to the District Board of Directors.

ITEM	WORK PLAN ITEM BOARD POLICY	MEETING DATE	ACCOMPLISHMENT DATE AND OUTCOME
1	Election of Chair and Vice Chair	8-23-2023	Accomplished August 23, 2023: The Youth Commission elected Emma Gao as the 2023-2024 Chair and Daphne Zhu as the 2023-2024 Vice Chair.
2	Oath of Office - Youth Commission Members	8-23-2023	Accomplished August 23, 2023: Glenna Brambill administered the Oath of Office to 6 Youth Commissioners: •Lorelei Henry and Ishaan Mandala – representing District 1 (Director Varela) •Ca Nha Dang – representing District 2 (Director Keegan) •Parnika Sadhu – representing District 3 (Director Santos) •Grace Liu – representing District 5 (Director Hsueh) •Samuel Alvarez – representing District 6 (Director Estremera) Accomplished November 15, 2023: Glenna Brambill administered the Oath of Office to 1 Youth Commissioner: •Sophie Beck – representing District 5 (Director Hsueh)

Yellow = Update Since Last Meeting

Blue = Action taken by the Board of Directors

Attachment 1
Page 1 of 4

ITEM	WORK PLAN ITEM BOARD POLICY	MEETING DATE	ACCOMPLISHMENT DATE AND OUTCOME
3	<p>Working Groups Update</p> <ul style="list-style-type: none"> • Public Art • Creek Stewardship • Job Shadowing & Mentorship • New Working Group Name- Career Day • Youth Community Science Network • New Working Group - Purified Water Youth Outreach 	<p>8-23-2023 11-15-2023 1-17-2024 4-17-2024</p>	<p>Accomplished August 23, 2023: Sherilyn Tran reported on: •Upcoming planning for Job Shadow Day (JSD) February 2024.</p> <p>Ricardo Barajas reported on: •Youth Community Science Network (YCSN) Working Group, those that are passionate about science and community, also, a focus on climate change on plants and animals. The working group credited with working on the drought awareness toolkit with water conservation video on Valley Water's Instagram page.</p> <p>Nicholas Ingram reported on: •Creek Stewardship Working Group's focus with youth volunteers for the 2 major creek cleanups, May 2024 (National River Cleanup Day) and September 23, 2023 (Coastal Creek Cleanup Day). 9:00 a.m. to 1:00 p.m., Youth Commissioners can help promote the events with posters and their youth networks.</p> <p>Rene Moreno reported on: •Public Art Working Group's focus was on the Adopt-a-Bench in 2019, 7 benches throughout Districts 1-7. The Pilot Mural Project on the Blossom Hill Annex Building with artist Paul J. Gonzalez, finished with a ribbon cutting ceremony on June 10, 2023, with the help of youth commissioners Agata Bak, Oded Bronicki, Niharika Koduru, and the showing of the mural video.</p> <p>Sherilyn Tran reported on: •Possible new working groups, strategic planning, grants and partnership programs/mini grants (refill stations \$5K) there will be a September 8th funding workshop, recycled and purified water projects.</p> <p>The Santa Clara Valley Water District Youth Commission took no action.</p> <p>Accomplished November 15, 2023:</p>

Yellow = Update Since Last Meeting

Blue = Action taken by the Board of Directors

Attachment 1

Page 2 of 4

ITEM	WORK PLAN ITEM BOARD POLICY	MEETING DATE	ACCOMPLISHMENT DATE AND OUTCOME
4	Review Work Plan, the Outcomes of Board Action of Committee Requests, and the Committee's Next Meeting Agenda	8-23-2023 11-15-2023 1-17-2024 4-17-2024	<p>Accomplished August 23, 2023: Glenna Brambill and Sherilyn Tran reviewed the work plan which is a living document and was discussed during the youth retreat exercise. The next scheduled meeting is November 15, 2023.</p> <p>Accomplished November 15, 2023: Chair Emma Gao and Glenna Brambill reviewed the work plan which is a living document, and the Youth Commission took no action. The next scheduled meeting is January 17, 2024</p>
5	Youth Commission Annual Retreat	9-30-2023	<p>Accomplished September 30, 2023: The Youth Commission attended the Annual Youth Commission Retreat and toured the Silicon Valley Advanced Water Purification Center, where they learned about Valley Water's sustainable,</p>

Yellow = Update Since Last Meeting

Blue = Action taken by the Board of Directors

ITEM	WORK PLAN ITEM BOARD POLICY	MEETING DATE	ACCOMPLISHMENT DATE AND OUTCOME
			drought-proof water supply. The Youth Commission learned more about each of the Working Groups and selected which groups they wanted to participate in for the school year. The Youth Commission also discussed their annual workplan and added a new idea on a proposed project they wanted to accomplish for the year.
6	Brown Act Review and Training	11-15-2023	Accomplished November 15, 2023: The Youth Commission received the Brown Act Review and Training, along with the expectations and regulations for the Commission to follow when attending and conducting meetings. The Youth Commission took no action.
7	Santa Clara Valley Water District Youth Commission Orientation	11-15-2023	Accomplished November 15, 2023: The Youth Commission received the Advisory Handbook and an overview of the contents, so the youth Commission are aware of the roles and responsibility when attending and conducting meetings. The Youth Commission took no action.
8	Proposed Policy Writing Project	1-17-2024	
9	Recognition of Outgoing Youth Commission Members	4-17-2024	

Yellow = Update Since Last Meeting

Blue = Action taken by the Board of Directors