



BOARD POLICY AND PLANNING COMMITTEE MEETING

MINUTES

**Monday, December 5, 2022
2:00 PM**

(Paragraph numbers coincide with agenda item numbers)

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

A regular meeting of the Santa Clara Valley Water District (Valley Water) Board Policy and Planning Committee (Committee) was called to order at 2:00 p.m. on December 5, 2022.

Board Members in attendance: Director Nai Hsueh-District 5; and Director Barbara Keegan-District 2 constituting a quorum of the Committee.

Staff members in attendance: Aaron Baker, Rechelle Blank, John Bourgeois, Rick Callender, Theresa Chinte, Chris Hakes, Brian Hopper, Michele King, Carlos Orellana, and Tina Yoke.

Arthur Keller, Vice Chair, Environmental and Water Resources Committee was in attendance.

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

Committee Chair Hsueh declared time open for public comment on any item not on the agenda. There was no one present who requested to speak.

3. 3.1 APPROVAL OF MINUTES – November 7, 2022.

The Committee considered the draft minutes from the November 7, 2022, meeting. It was moved by Director Keegan, seconded by Director Hsueh, and unanimously carried to approve the minutes as presented.

4. Information and Action Items

4.1 Present a Proposed Update to the Ordinance of Santa Clara Valley Water District Specifying Rules of Decorum in the Participation of Board and Committee Meetings to Align with Recent Amendments to Government Code § 54987.95.

Carlos Orellana, District Counsel, reviewed the information on this item per the attached Committee Agenda Memorandum.

It was moved by Director Keegan, seconded by Director Hsueh, and unanimously carried to approve staff presenting a proposed update to the Ordinance of Santa Clara Valley Water District Specifying Rules of Decorum in the Participation of Board and Committee Meetings to align with recent amendments to Government Code § 54987.95.

4.2 Discuss and Identify a Process to Propose to the Board for Incorporating a Board Code of Conduct into the Board's Governance Policies.

Committee Chair Hsueh provided background information related to this item and Michele King, Clerk of the Board, reviewed the information outlined in the attached Committee Agenda Memorandum.

Director Keegan provided the following input –

- A new policy should be explicit, and the Board Chair should be responsible for enforcement.
- Scheduling Directors' input should allow time incoming directors to experience a few Board meetings.
- Information on Codes of Conduct from other agencies should be included in the Board agenda Item.

Director Hsueh provided the following input –

- In the data collection process, a third party should interview Directors.

Katja Irvin suggested that during the data collection portion of the process, consulting with an institution that performs this type of work, such as Institute for Local Government, would be beneficial.

It was moved Director Keegan, seconded by Director Hsueh, and unanimously approved to make a request to the full Board to add an item to the 2023 BPPC Work Plan to administer a process to incorporate a proposed Board Code of Conduct into the Board's Governance Policies, as outlined in the Committee Agenda Memorandum.

4.3 2022 WORK PLAN AND MEETING SCHEDULE

BPPC Chair Hsueh reviewed the 2022 Work Plan to identify proposed items for the 2023 work plan.

Director Keegan stated that the Board's strategic planning process should be more flexible, the Board and/or the Committee should have input into the selection of the consultant that performs the planning process and suggested that the new Board members provide input on the FY23-24 process. The item will remain on the BPPC Work Plan.

Arthur Keller, Environmental and Water Resources Committee Vice Chair, stated his support for the strategic planning workshop.

The work plan will be updated with the proposed 2023 tasks and brought to the Committee in January for approval.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

There were no formal requests from the Committee.

6. ADJOURNMENT

Chair Director Hsueh adjourned the meeting at approximately 2:50 p.m.

Michele L. King
Clerk of the Board

Approved: