

**REGULAR MEETING OF THE ADMINISTRATIVE COMMITTEE  
OF THE BOARD OF DIRECTORS  
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA  
12621 E. 166<sup>TH</sup> STREET, CERRITOS, CALIFORNIA 90703  
2:00 P.M., WEDNESDAY, JUNE 9, 2004**

**AGENDA**

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "For information" may also be the subject of an "action" taken by the Board or a Committee at the same meeting.

**I. DETERMINATION OF QUORUM**

**II. PUBLIC COMMENT**

**III. MINUTES OF THE REGULAR ADMINISTRATIVE COMMITTEE MEETING OF  
MAY 12, 2004**

Recommendation: That the Committee approve the minutes as submitted.

**IV. ACWA MEDICAL INSURANCE ELIGIBILITY**

Recommendation: Based on fiscal considerations in comparing the two domestic coverage systems provided by ACWA, staff recommends that the Committee adopt the California State Registry System.

**V. ADMINISTRATIVE CODE REVISIONS**

Recommendation: That the Administrative Committee discuss any Administrative Code revisions and recommend that the Board consider adoption of any such revisions as recommended by the Committee.

**VI. DEPARTMENT REPORT**

**VII. ADJOURNMENT**

Posted by Abigail C. Andom, Deputy Secretary, June 3, 2004.

**MINUTES OF MAY 12, 2004**  
**REGULAR MEETING OF THE ADMINISTRATIVE COMMITTEE**  
**OF THE BOARD OF DIRECTORS**  
**WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A regular meeting of the Administrative Committee of the Board of Directors of the Water Replenishment District of Southern California was scheduled for May 12, 2004 at 1:16 p.m. at the District Office, 12621 E. 166<sup>th</sup> Street, Cerritos, California. Chairperson Willard H. Murray, Jr. called the meeting to order and presided thereover and Deputy Secretary Abigail C. Andom recorded the minutes.

**I. DETERMINATION OF QUORUM**

Attendees included:

Committee: Directors Willard H. Murray, Jr. and Norm Ryan  
Staff: Diana Delker and District Counsel  
J. Arnolodo Beltran of Beltran and Medina

**II. PUBLIC COMMENT**

None.

**III. MINUTES OF THE REGULAR ADMINISTRATIVE COMMITTEE MEETING OF APRIL 14, 2004**

The minutes were approved as submitted.

The agenda items were taken out of order.

**VI. ACWA MEDICAL INSURANCE ELIGIBILITY**

Manager of Administration and Human Resources Diana Delker stated that as of January 1, 2004, ACWA extended medical, dental and vision insurance benefits to domestic partners. Ms. Delker explained that ACWA allowed the districts to choose between two different verification systems for determining domestic partner coverage. These two systems are the ACWA Domestic Partnership Verification system, and the California State Registry System. She noted that WRD does not currently provide insurance for domestic partners. In order to follow ACWA's verification requirements and inform staff of the changes in eligibility of benefits, the District needs to choose which system they intend to follow.

Discussion followed on the differences between the two systems. Ms. Delker explained that the ACWA Domestic Partnership provides medical, dental and vision insurance coverage to domestic partners who are opposite sex or same sex and their dependent children. This requires notarization of ACWA Domestic Partnership Forms. On the other hand, the California State Registry System provides medical insurance, dental and vision coverage to those partners who are same sex, or who are opposite sex if at least one

of the partners is over the age of 62. This calls for the requirements of the California State Registry system be met.

The Committee requested that District Counsel research whether such benefits are mandatory for WRD to provide. The Committee also requested that consultations be made with the employees bargaining unit.

Staff recommended that the District choose the California State Registry system because it is more cost-efficient to administer.

The Committee deferred action until the next meeting.

#### **IV. VERIFICATION OF DEPENDENTS**

Ms. Delker stated that this item was reviewed by the Committee at its April 14, 2004 meeting. The Board at its April 21, 2004 meeting reviewed this item and referred it back to the Administrative Committee for further review.

The Committee reconfirmed its recommendation that the medical reimbursement is intended only to be supplemental to the District's medical coverage so that only those dependents that meet ACWA's documentation of dependents are entitled to the medical reimbursement benefit. The Committee further requested that this item be taken to the Board at a future meeting for approval.

#### **V. ALTERNATE FRIDAYS OFF**

The Board at its April 21, 2004 meeting reviewed this item and referred it back to the Administrative Committee for further review.

The Committee reconfirmed its recommendation of retaining a 9/80 work schedule with alternating groups, that allowed for the office to be open every Friday. The General Manager was authorized to adjust employee schedules in order to implement this schedule.

#### **VII. ADMINISTRATIVE CODE REVISIONS**

The Committee reconfirmed its earlier recommendation that the Board adopt Resolution No. 04-708 – A Resolution of the Board of Directors of the Water Replenishment District of Southern California Amending District Policy for Director Communication Allowance, and Resolution No. 04-709 – A Resolution of the Board of Directors of the Water Replenishment District of Southern California Amending the Administrative Code Regarding Medical Expense Reimbursements.

**VIII. ADJOURNMENT**

With no other business to come before the Committee, the meeting was adjourned at 2:00 p.m.

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Chairperson

ATTEST:

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Director



## MEMORANDUM

### ITEM NO. IV

*Prepared by:* Diana I. Delker

*Reviewed by:* Robb Whitaker

**DATE: JUNE 9, 2004**

**TO: BOARD OF DIRECTORS**

**FROM: ROBB WHITAKER, GENERAL MANAGER**

**SUBJECT: ACWA MEDICAL INSURANCE ELIGIBILITY**

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### SUMMARY

As of January 1, 2004, ACWA expended medical, dental and vision insurance benefits to domestic partners. However, ACWA allowed districts to choose between two different verification systems for determining domestic partner coverage. These two systems are the ACWA Domestic Partnership Verification system, and the California State Registry System.

ACWA Domestic Partnership: Medical, dental and vision insurance coverage is offered to domestic partners who are opposite sex or same sex and their dependent children. This requires notarization of ACWA Domestic Partnership Forms;

California State Registry System: Medical insurance, dental and vision coverage is only available to those partners who are same sex, or who are opposite sex if at least one of the partners is over the age of 62. This calls for the requirements of the California State Registry system be met.

In order to follow ACWA's verification requirements and inform staff of the changes in eligibility of benefits, the District needs to choose which system they intend to follow.

At the May 12, 2004 Administrative Committee hearing, Directors requested that Counsel research whether such benefits are mandatory for WRD to provide. Since that time, the WRD has signed its MOU with AFSCE, Chapter 1902; which contracts that WRD provide medical insurance coverage for domestic partners.

### FISCAL IMPACT

Unknown.

### STAFF RECOMMENDATION

Based on fiscal considerations in comparing the two domestic coverage systems provided by ACWA, staff recommends that the Committee adopt the California State Registry System.



## **MEMORANDUM**

### **ITEM NO. V**

*Prepared by:* Abbie Andom

*Reviewed by:* Diana Delker

**DATE: JUNE 9, 2004**

**TO: ADMINISTRATIVE COMMITTEE**

**FROM: ROBB WHITAKER, GENERAL MANAGER**

**SUBJECT: ADMINISTRATIVE CODE REVISIONS**

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#### **SUMMARY**

Changes to the Administrative Code will be discussed.

#### **FISCAL IMPACT**

None.

#### **STAFF RECOMMENDATION**

That the Administrative Committee discuss any Administrative Code revisions and recommend that the Board consider adoption of any such revisions as recommended by the Committee.



**MEMORANDUM**

**ITEM NO. VI**

*Prepared by:* Abbie Andom

*Reviewed by:* Diana Delker

**DATE: JUNE 9, 2004**  
**TO: ADMINISTRATIVE COMMITTEE**  
**FROM: ROBB WHITAKER, GENERAL MANAGER**  
**SUBJECT: DEPARTMENT REPORT**

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**SUMMARY**

Staff will provide an update of department activities.

**FISCAL IMPACT**

None.

**STAFF RECOMMENDATION**

For information.