MINUTES OF JUNE 8, 2005
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 held on June 8, 2005 at 2:00 p.m. at the District Office, 12621 E. 166th Street, Cerritos, California. Chairperson Willard H. Murray, Jr. called the meeting to order and presided thereover and Sr. Administrative Assistant Emmy Stratton recorded the minutes.

1. DETERMINATION OF QUORUM
   Attendees included:
   Committee: Directors Willard H. Murray, Jr. and Norm Ryan
   Staff: Robb Whitaker, Tina Graham

2. PUBLIC COMMENT
   None.

3. MINUTES OF THE REGULAR ADMINISTRATIVE COMMITTEE
   MEETING OF MAY 11, 2005
   The minutes were approved as submitted.

4. MEDICAL EXPENSE REIMBURSEMENT PROGRAM
   The Committee recommended that WRD’s Medical Expense Reimbursement Program, which reimburses medical and dental expenses not covered by insurance, be increased from $4000 for employees and directors to $5,000 per year. The benefit of $3000 per year for dependents would remain the same, as would the benefit of $1,000 for vision care.

5. ACWA REGION 8 NOMINATIONS
   The ACWA Region 8 Nominating Committee is seeking candidates for the Region 8 Board for the 2006-2007 term. President Murray announced that the West Basin Municipal Water District Board has passed a resolution supporting the candidacy of Director Edward Little for Region 8 Board Member. The Committee recommended the Board pass a resolution in support of Director Little’s candidacy.

6. ADMINISTRATIVE CODE REVISIONS
   No discussion.

7. DEPARTMENT REPORT
   Manager of Administration and Human Resources Tina Graham provided an update of the Department’s activities. She informed the Committee that:
• An offer has been extended and accepted for the position of Chief of Strategic Planning and Initiatives. The new Chief is to begin employment on July 11.

• Interviews for the GIS Coordinator were performed on June 7th and top candidates identified. Management will meet next week to discuss the interview results and to determine which candidate(s) to interview further.

• The summer administrative assistant intern position has been posted on the WRD web site. The intern will be assigned to the Administration Department.

• The annual merit review process has begun, and the review form was briefly discussed.

• The Administration Department has begun assembling documents for the administrative record of the conjunctive use process, as requested by District Counsel.

8. CLOSED SESSION
Labor Negotiations per Government Code §54957.6
Negotiator: Arnoldo Beltran
Bargaining Group: American Federation of State County & Municipal Employees (AFSCME)
Discussion: Terms and conditions for Memorandum of Understanding for bargaining group

The Committee went into closed session. The Committee reconvened in open session.

Ms. Graham stated that a status report was presented, further instructions were given to staff, and no action was taken.

9. ADJOURNMENT
With no other business to come before the Committee, the meeting was adjourned at 3:30 p.m.

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Chairperson

ATTEST:

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Director