

ZONE 7 BOARD OF DIRECTORS
SUMMARY NOTES OF THE ADMINISTRATIVE COMMITTEE

April 3, 2019
4:00 p.m.

Directors present: Dennis Gambs
 Sarah Palmer
 Olivia Sanwong

Staff present: Osborn Solitei, Assistant General Manager - Finance
 Donna Fabian, Acting Executive Assistant

Director Sarah Palmer called the meeting to order at 4:00 p.m.

1. Public Comment: There were no comments from the public.

2. Discuss Zone 7's Board of Directors Compensation

Osborn Solitei, Assistant General Manager – Finance, stated that the last increase in Board compensation was in 2015, increasing the rate to \$176.21 per meeting with a maximum of ten days per month. In 2017, the Board met to discuss an increase in compensation, and decided not to take a raise. In February 2019, staff conducted a Board compensation and benefits survey with six comparable water agencies. The mean compensation level of the agencies surveyed is \$181.54 per meeting. The maximum compensation increase allowed under Water Code § 20200 is 5% per year.

Mr. Solitei provided the Committee with three options to consider. The first is to maintain the current rate of \$176.21 per meeting. The second would be to set the compensation rate at the mean derived from the compensation survey of \$181.54 per meeting. The third would be to increase the amount to \$211.45 per meeting per Government Code § 20200.

Director Palmer asked what the annual salary increase was for Zone 7 staff. Mr. Solitei responded that staff received 3% in 2016, 2% in 2017 and 2% in 2018. Director Palmer said she doesn't think it would be proper for the Board to get an increase of more than what staff received. She also thought it was important to note that of all the agencies listed in the table receive benefits and Zone 7's Board members do not.

Director Gambs said he thought there was Legislation that put a hold on offering benefits for board members. Mr. Solitei said he would look in to it.

Director Sanwong said she would be supportive of considering the same cost of living increases that Zone 7 staff receive, but recommends keeping the compensation close to what it currently is.

Director Gambs said that the difference between what the Board currently receives and what the mean is is insignificant and he would lean toward keeping it the way it is. He does; however,

believe that the Board doesn't get near as much as other agencies receive because the Board doesn't receive group benefits.

Director Palmer agreed and wants the public to know that because if the Board were to vote on a pay increase, it's important for them to know they don't receive any benefits.

There was discussion and a consensus to add a column to the table that shows the amount Zone 7 Board Members receive compared to the other agencies, including their benefits, so that it is clear how much more the other agencies pay their Board Members.

It was decided to go with Option 2 and to forward the item to the full Board for discussion and action at the next Board Meeting.

The Committee Members had a discussion on the Compensation and Reimbursement Policy, in terms of what is considered reimbursable, and the meaning of Zone 7-sponsored events versus non-Zone 7-sponsored events.

It was agreed upon to discuss what quantifies a Zone 7 sponsored event and a non-Zone 7 sponsored event at a future Administrative Committee meeting. It was also requested that staff identify the Minute Orders cited in the policy.

3. General Manager Evaluation Follow Up

Director Gambs said he likes the idea of an All Employee Survey. It was decided to discuss the General Manager Evaluation process at a future Administrative Committee Meeting closer to the next scheduled evaluation.

4. Verbal Reports

There were no verbal reports.

5. Adjournment

Director Palmer adjourned the meeting at 5:12 p.m.