

Minutes of the Board of Directors Meeting

DELTA DIABLO December 8, 2021

The meeting was called to order by Chair Glover at 4:31 p.m., on Wednesday, December 8, 2021, via Zoom. Present were Vice Chair Monica Wilson and Director Juan Banales. Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Dean Eckerson, Resource Recovery Services Director; Carol Margetich, Business Services Director; Brian Thomas, Engineering Services Director/District Engineer; Anika Lyons, Finance Manager; Jackie Baello; Claudia Argenal, Administrative Assistant I; and Judy Phan, Purchasing Supervisor.

Chair Glover read the following statement: “In lieu of a public gathering, the Board of Directors meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).”

Ms. Nichols-Fritzler read a statement regarding the process for receiving public comments and the availability of presentations on the District’s website.

PUBLIC COMMENTS

None.

RECOGNITION

Adopt Resolution Commending and Congratulating Jackie Baello, Accounting Technician, on Her Retirement from the District

Ms. Lyons recognized Ms. Baello for retiring from the District on November 30, 2021, after achieving over 13 years of service at the District. Ms. Lyons noted Ms. Baello was promoted twice during her tenure; first in 2012 to Account Clerk II and again in 2015 to Accounting Technician. She also acknowledged Ms. Baello’s significant contribution to efficient District operations and thanked her for her service to the District.

The Board thanked Ms. Baello and wished her well in retirement. Ms. Baello thanked the Board and District staff, and stated she takes great pride in her work at the District and has many fond memories of her time working at the District. Vice Chair Wilson moved approval to Adopt a Resolution Commending and Congratulating Jackie Baello, Accounting Technician, on Her Retirement from the District, seconded by Director Banales and by roll call vote (Ayes: *Banales, Glover, Wilson*, Noes: *None*, Abstain: *None*), the Resolution was adopted.

Introduction of Claudia Argenal, Administrative Assistant I, to the District

Ms. Nichols-Fritzler introduced Ms. Argenal, who began her employment with the District on December 6, 2021. Prior to joining the District, Ms. Argenal worked at various public agencies, where she developed excellent administrative and customer service skills. The Board welcomed Ms. Argenal to the District. Ms. Argenal thanked the Board for the opportunity.

Introduction of Judy Phan, Purchasing Supervisor, to the District

Ms. Lyons introduced Ms. Phan, who began her employment with the District on December 6, 2021. Prior to joining the District, Ms. Phan worked as a Strategic Sourcing Professional III

where she led procurement sourcing for materials, services, and construction purchases, managed requests for proposals, negotiated contracts and quotes, reconciled purchase orders, managed inventory control and product management, and supervised warehouse staff. The Board welcomed Ms. Phan to the District. Ms. Phan thanked the Board for the opportunity.

CONSENT CALENDAR

Vice Chair Wilson moved approval of the Consent Calendar, seconded by Director Banales, and by a roll call vote (Ayes: *Banales, Glover, and Wilson*, Noes: *None*; Absent: *None*, Abstain: *None*), the following Consent items were approved: Approve Minutes of the Special Board of Directors Meeting, November 17, 2021; Approve Delta Diablo Board of Directors Meeting Schedule for 2022; Receive District Monthly Check Register for October 2021; Adopt Resolution to Approve New Human Resources and Risk Management Professional/Retired Annuitant Classification, Job Description, and Updated District Salary Schedule; Consider Continuing Teleconference Meetings (AB 361, Government Code Section 54953[e]); Approve Reappropriation of Capital Improvement Program (CIP) Budget Carried Forward from Fiscal Year 2020/2021 to Fiscal Year 2021/2022, Transfer of Budgets Between CIP Projects in Fiscal Year 2021/2022, and Adjustment and/or Closing of CIP Projects in Fiscal Year 2020/2021; Approve and Authorize General Manager to Execute General Services Contract and Issue Associated Purchase Order in a Total Amount Not to Exceed \$138,000, Northpoint Security Services, Inc., Security Services; and Ratify General Manager's Execution of General Services Contract for a Total Amount Not to Exceed \$153,540, from December 1, 2021 through June 30, 2022, COVID-19 Testing Services, McCampbell Analytical, Inc.

DELIBERATION ITEMS

None.

PRESENTATIONS AND REPORTS

None.

MANAGER'S COMMENTS

None.

DIRECTORS' COMMENTS

Chair Glover thanked District staff for a great year and wished everyone a Merry Christmas.

CORRESPONDENCE

Receive Monthly Lobbyist Report dated November 2021, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024

The Board received and filed the report.

CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (GOV. CODE, SECTION 54957.6)

Agency Negotiators: Vince De Lange, Michael Jarvis

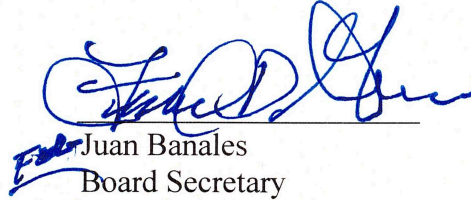
Employee Organizations: Operations and Maintenance Unit, Public Employees Union, Local One; Professional & Technical Unit, Public Employees Union, Local One; Management Association

Unrepresented Employees: All unrepresented employees

Before adjourning to Closed Session, the Secretary to the Board asked if there were any public comments on the Closed Session item. No comments were made. At 4:49 p.m., Chair Glover convened the Board of Directors meeting to Closed Session. Following Closed Session, Chair Glover reconvened the Board of Directors meeting in open session at 5:25 p.m. and stated there was nothing to report from Closed Session.

ADJOURNMENT

Chair Glover adjourned the meeting at 5:25 p.m. and noted the next meeting will be held on January 12, 2022, at 4:30 p.m.



Juan Banales
Board Secretary

(Recording Secretary:
Cecelia Nichols-Fritzler)