

GLENN GROUNDWATER AUTHORITY EXECUTIVE COMMITTEE
720 N. Colusa Street, Willows, CA 95988
Telephone: 530-934-6501

MINUTES

GLENN GROUNDWATER AUTHORITY EXECUTIVE COMMITTEE
JUNE 27, 2018
9:30 A.M.
720 NORTH COLUSA STREET, WILLOWS, CA 95988

Committee Members Present:	Agency Representing:
John Viegas	County of Glenn
X Leslie Nerli	Glide Water District
X John Amaro	Glenn-Colusa Irrigation District

Others in attendance:

Lisa Hunter, Glenn County; Erin Smith, Department of Water Resources (DWR); Dan Gamon, DWR; Michael D’Errico, USFWS; Pat Vellines, DWR

1. CALL TO ORDER

John Amaro called the meeting to order at 9:33 AM. Those in attendance were invited to introduce themselves.

2. APPROVAL OF AGENDA AND MINUTES

- a. Approval of meeting minutes from May 8, 2018

The meeting minutes from May 8, 2018 were approved as submitted.

Motion: Leslie Nerli, Second: John Amaro, Vote: Unanimous

- b. Review and approve agenda.

The agenda was approved as presented.

Motion: Leslie Nerli, Second: John Amaro, Vote: Unanimous

3. PERIOD OF PUBLIC COMMENT

None

4. DRAFT CONFLICT OF INTEREST CODE

- a. Review and Discuss Draft Conflict of Interest Code, any comments received, and Resolution to Adopt Conflict of Interest Code.

Lisa Hunter reviewed the draft Conflict of Interest Code and Resolution. No comments were received during the comment period. The item is eligible to be considered at the next Board

Meeting. By consensus, the Committee recommended to forward the Draft Resolution to Adopt a Conflict of Interest Code to the Board for consideration.

- b. Provide direction to Program Manager as necessary.

The Committee directed the Program Manager to add this item as an action item to the next GGA Board meeting.

5. DRAFT ETHICS POLICY AND RESOLUTION TO ADOPT ETHICS POLICY

- a. Review and discuss Draft Ethics Policy and Resolution to Adopt Ethics Policy.

By consensus, the Committee recommended to forward the Draft Ethics Policy and Resolution to Adopt Ethics Policy to the Board for consideration.

- b. Provide direction to Program Manager as necessary.

The Committee directed the Program Manager to add an action item to review, provide comments, and consider approval of the Draft Ethics Policy and Resolution to Adopt Ethics Policy at next GGA Board meeting.

6. ANNUAL AUDITS

- a. Discuss preparation for Request for Proposals soliciting proposals to provide Annual Audit Services for Fiscal Year 2017/2018 with the option to extend for an additional three (3) years thereafter.

Lisa Hunter reviewed example Request for Proposals (RFPs) and requested the committee's input on direction for development of the RFP. A draft list of potential firms or individuals to invite to submit a proposal has been developed. Ms. Hunter will coordinate with member agencies to determine if additional firms should be added to the list. There was discussion on releasing the RFP as "invitation only" or inviting firms and posting the RFP on the website. The committee has the authority to release the RFP, but the process will be further discussed at the next Board meeting. There was discussion that the RFP should include that the firm should have experience auditing similar organization structures and the firms should provide references.

- b. Provide direction to Program Manager as necessary.

The Committee directed the Program Manager to draft the RFP using the examples provided at this meeting and tailor to the GGA's needs and bring back to the Executive Committee for review prior to releasing the RFP. A Special Meeting will be scheduled if needed.

7. BYLAWS

- a. Discuss and review Draft Bylaws.

Lisa Hunter requested that the committee members review and provide additional comments directly to Ms. Hunter via email or phone to incorporate into the next iteration.

- b. Provide direction to Program Manager as necessary.

The Committee requested the Program Manager to compile comments, send compiled comments to Valerie Kincaid, and bring the next draft to the following Executive Committee meeting. Additionally, Ms. Hunter will coordinate with the committee to identify a meeting date for a Special Meeting prior to the next Board meeting.

8. DEVELOPMENT OF AN AGREEMENT WITH COLUSA GROUNDWATER AUTHORITY TO DESCRIBE COOPERATION BETWEEN THE AGENCIES

- a. Discuss development of Agreement with Colusa Groundwater Authority describing cooperation.

There was no update on this item. It was agreed that the item is important to begin developing. Legal Counsel will be working on this project.

- b. Provide direction to Program Manager as necessary.

No additional direction was given.

9. DEPARTMENT OF WATER RESOURCES DRAFT 2018 SGMA BASIN PRIORITIZATION

- a. Discuss and consider providing recommendation to GGA Board regarding providing a comment letter to the Department of Water Resources concerning the Draft 2018 SGMA Basin Prioritization.

Lisa Hunter reviewed that the Board requested the Executive Committee discuss and recommend content to be included in a comment letter. It was confirmed the deadline to submit comments on the SGMA Basin Prioritization is August 20, 2018. There was some discussion on the information on the Colusa Subbasin contained in the DWR dashboard, and the DWR well database, which contains well information through 2015. Ms. Hunter indicated Glenn County staff could provide more up-to-date information on well information if needed. The committee discussed the reports and information used to determine the groundwater related transfers section (component 8.d.2) of the basin score. The committee would like further clarification and available documentation for this item. The committee agreed by consensus that a comment letter should be developed and submitted to DWR. The letter should contain a suggestion to include ranges in priority points in component 8.d.2 and consider documented impacts. There should be consistency in the way components are ranked. Additionally, the criteria and data used to develop the score for component 8.d.2 should also be included. The letter should also include that basins should be considered subject to SGMA or not subject to SGMA, and there should be no differentiation between high and medium priority basins.

- b. Provide direction to Program Manager as necessary.

Lisa Hunter will work with Leslie Nerli to draft a comment letter for the Board's consideration at the Board meeting in July.

10. PROGRAM MANAGER UPDATES

Lisa Hunter will be meeting with Mary Fahey, Colusa Groundwater Authority, and Byron Clark, Davids Engineering, to refine the scope of work on the HCM/Water Budget Project. Ms. Hunter will also be working with Ms. Fahey on the Proposition 1 grant work plan and budget finalization for the contract. Erin Smith will be the DWR Contract Manager. It is likely the agreement numbers for the grant will not be available until mid-August.

Ms. Hunter advised that the Executive Committee may need to hold a Special Meeting. Ms. Hunter suggested cancelling the regular Board meeting in July, and instead hold the Special Executive Committee meeting at that time in order to prepare items for consideration at the Board's August meeting. Ms. Hunter will work with the Chairman to finalize and approve any meeting changes.

Ms. Hunter requested guidance on asking Legal Counsel to attend the next Board meeting. It was agreed to request that Valerie Kincaid attend the Board meeting.

Ms. Hunter also provided a brief update on Basin Boundary Modifications in the region. The approved Letters of Support were sent to the Colusa Groundwater Authority and Butte County. The Corning Subbasin will remain as-is. There is a new Butte Basin proposal being developed.

11. DISCUSS ADDITIONAL POTENTIAL ITEMS TO BE ADDED TO THE JULY 9, 2018 GGA BOARD MEETING AGENDA

The committee reviewed the items discussed above to include on the next GGA Board agenda. The items include the Conflict of Interest Code, the Ethics Policy, direction on the audit services selection process, and the draft bylaws if the next iteration is compiled and ready for distribution. It was mentioned that it is important that the Board members receive large documents, such as the draft bylaws, within a reasonable amount of time to ensure the Board members have enough time to review prior to making a decision on the document.

12. EXECUTIVE COMMITTEE MEMBER REPORTS AND COMMENTS

None

13. NEXT MEETING

A Special Meeting is tentatively scheduled for July 9, 2018 at 1:30 P.M. The July 25, 2018 meeting will likely be cancelled.

14. ADJOURN

The was adjourned at 11:22 A.M.