



Minutes of the Special Meeting of
the Board of Directors of the Rowland Water District

August 19, 2014 – 5:00 p.m.
Location: District Office

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

President Szu Pei Lu-Yang
Vice President John Bellah
Director Anthony J. Lima
Director Robert W. Lewis
Director Teresa P. Rios

ABSENT:

None.

OTHERS PRESENT:

Dr. William Mathis, Mathis Consulting Group
Janice Mathis, Mathis Consulting Group
Erin La Combe Gilhuly, CV Strategies

ROWLAND WATER DISTRICT STAFF:

Ken Deck, General Manager
Tom Coleman, Assistant General Manager

PUBLIC COMMENT ON NON-AGENDA ITEMS

COMMENTS:

None.

Tab 1 ACTION ITEMS

1.1

Review of Employees' Compensation and Benefits

- **Discuss comments provided by Director John Bellah**

The Board discussed the District's compensation philosophy and the need to establish a formal compensation policy. Staff was asked to complete the compensation and benefit survey of various comparable water districts in Los Angeles County, Riverside County and Orange County and to provide the information obtained to the Board for consideration in reviewing the District's current salary ranges for the various positions. The discussion emphasized the importance of this process to ensure that Rowland Water District remains competitive in the job market.

1.2

Discuss Adjustment to General Manager's Compensation

Upon motion by Director Lima, seconded by Director Rios, the Board voted unanimously to contribute ten percent (10%) of Mr. Deck's current annual base salary (\$17,524.80) to his 457 Deferred Compensation Plan.

Ayes: Directors Lu-Yang, Bellah, Lima, Lewis and Rios
Noes: None
Abstain: None
Absent: None

1.3

CLOSED SESSION

Appointment of Successor General Manager Pursuant to Government Code Section 54957(b)(1)

Discussion on appointment of successor General Manager. This matter may be discussed in open session.

A closed session to discuss this item was not necessary. In open session, the Board discussed the appointment of a successor General Manager. The District's long-range goals and priorities were discussed as well as the qualifications they are looking for in a successor to Mr. Deck. An Agreement for Employment of Assistant General Manager between the District and Mr. Tom Coleman was entered into on November 1, 2013. Mr. Coleman has acquired twenty-three (23) years of valuable experience and knowledge concerning the operation and management of a water district. During his period of employment with the District, Mr. Coleman has exhibited the qualifications and commitment the Board is seeking in a successor to Mr. Deck. Upon motion by Director Lewis, seconded by Director Lima, Mr. Coleman's appointment to the position of General Manager was unanimously approved, contingent upon the approval of the terms and conditions contained in a formal Agreement for Employment of General Manager to be presented at a future Board meeting.

Ayes: Directors Lu-Yang, Bellah, Lima, Lewis and Rios
Noes: None
Abstain: None
Absent: None

1.4

Discuss Terms of Agreement for Employment of Successor General Manager

This item was tabled for a future Board meeting.

1.5

Discussion on Transition Facilitated by Dr. William Mathis

Dr. William Mathis discussed the transition steps leading to the appointment of a successor General Manager including management structure changes and the re-assignment and change of duties/responsibilities with salary adjustments within the organization. Dr. Mathis and Erin La Combe Gilhuly, CV Strategies, lead the discussion on the commitment to review strategic initiatives and the District’s commitment to customer service and its goal to be “best in class”.

Directors’ and General Manager’s Comments

None.

Future Agenda Items

- Discuss the extension of the Assistant General Manager’s Agreement for Employment through December 31, 2014
- Discuss a Contribution to the Assistant General Manager’s 457 Deferred Compensation Plan
- Discuss and Approve Agreement for Employment of Successor General Manager
- Discuss extending the Board President’s term of office for one year

Late Business

None

Next Regular Board Meeting

September 9, 2014, 6:00 p.m.

Next Special Board Meeting

September 23, 2014, 5:00 p.m.

A motion was made by Director Lima, seconded by Director Rios, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:24 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
KEN DECK
Board Secretary