



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF MARCH 28, 2024, REGULAR POLICY COMMITTEE MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A regular meeting of the Policy Committee of the Cambria Community Services District was held at the Cambria Veterans' Memorial Hall, located at 1000 Main Street, Cambria, CA 93428, on Thursday, March 28, 2024, at 3:00 PM

*Please note that the timings in “( )” below refer to locations in the recording of the meeting published on the District’s web site*

#### **1. OPENING**

##### **1.A Call to Order (0:17)**

Committee Chair Scott called the meeting to order at 3:00 p.m.

##### **1.B Establishment of Quorum (0:29)**

A quorum was established – all five committee members present.

Committee members present: Committee Chair Debra Scott, Vice Chair Gordon Heinrichs, Ted Key, James Townsend, Claudia Harmon Worthen, and Secretary Donn Howell.

Staff members present: Confidential Administrative Assistant Haley Dodson and General Manager Matthew McElhenie.

Members of the public present: Christine Heinrichs on Zoom.

##### **1.C Chair Report**

There was no Chair’s report.

##### **1.D Ad Hoc Subcommittee Report(s)**

There were none.

##### **1.E Committee Member Communications**

There were none.

#### **2. PUBLIC COMMENT (2:22)**

Christine Heinrichs said she would like to comment on item 4-C when it comes up. There was no other public comment.

##### **CONSENT AGENDA (3:25)**

### **3.A Consideration to Approve the February 22, 2024 Regular Meeting Minutes**

**Motion:** to approve the meeting minutes. (5:09)

Motion by: Heinrichs

Second by: Harmon-Worthen

**Motion passed: Ayes – 5; Nays – 0; Chair not voting. (5:11)**

## **4. REGULAR BUSINESS**

### **4.A Review, Discussion, and Consideration of the CSDA Policy 1055 Legislative Advocacy (5:28)**

After discussion the Committee reached consensus that situations might arise in which the CCSD could benefit from written guidance by which to address legislative advocacy. And further, that the CSDA sample policy as written is more complex than what CCSD would likely need.

Chair Scott agreed to create an outline of what might be useful or appropriate for the CCSD in this area and bring the outline to be discussed at our next Policy Committee meeting.

### **4.B Discussion and Update on Board Action on Policy 1045 Legal Counsel and Auditor (33:46)**

Call for public comment. (1:04:17)

Christine Heinrichs commented on this item.

The Committee observed that a) the language regarding regular issuance of an RFP for legal services had not been included in the draft and b) language requiring that the District's accounting system include clear information regarding the District's total indebtedness and total annual debt service was omitted.

**Motion:** that the Policy Committee doesn't support the current draft of the Legal Counsel and Auditor Policy as presented to the Committee on March 28 [2024]. (1:16:31)

Motion by: Townsend

Second by: Harmon-Worthen

**Motion passed: Ayes – 3; Nays – 2 (Howell & Key in dissent); Chair not voting. (1:16:53)**

**Motion:** In the third sentence of paragraph 1045.2, after "*Such duties include, but are not limited to*" insert the following: "*, attending Board meetings either in person or remotely, assisting, when necessary, as parliamentarian to help the Board comply with Brown act and other requirements*" (1:21:49)

Motion by: Howell

Second by: Key

**Motion passed: Ayes – 3; Nays – 0; Abstain – 2; Chair not voting. (1:124:01)**

### **4.C Discussion and Update on Board Action on CCSD-Owned Vehicle Policy (1:25:05)**

The Chair reported that the CCSD Board discussed this policy as it had been recommended to them by this Committee. The Board reached consensus that this policy would be incomplete until it addresses the issue of employees' use of District owned vehicles for commuting. GM McElhenie reports that currently, only on-call employees commute using District vehicles, and only when they are on-call. However, as this has been a long-standing practice, discussions with the employees' union will be needed before there can be any change to District policy in this regard. For that reason, the Committee will suspend further work on this policy until all the discussions with stakeholders have been held and the Board has made a decision on how to address this issue.

Call for public comment. (1:40:45)

Christine Heinrichs commented on this item.

**4.D Discussion on the August 14, 2023 Resources & Infrastructure Committee Ad Hoc Committee Report on Climate Change Policy Recommendations (1:48:12)**

Member Harmon-Worthen observed that the R&I Ad Hoc Committee report's information on monitoring air pollution could be improved. She agreed to put her observations in an email and send it to Chair Scott who would then forward it to Chair Dean [of the R&I Committee].

Member Townsend felt that the report could include more discussion of what to do with grant moneys once obtained.

GM McElhenie reported on some climate related actions being contemplated or in progress.

Members Key and Heinrichs noted that this Committee submitted the draft policy in December 2021 and wonder if there is some way our Committee can help move the process forward.

Chair Scott agreed to talk with Chair Dean of the R&I Committee to see how the Policy Committee might be able to help the R&I Committee in bringing a climate change policy forward for adoption by the Board. She will share the results of that discussion with the Policy Committee its next meeting.

Call for public comment. (1:59:06).

There was none.

**5. FUTURE AGENDA ITEM(S) (1:59:35)**

Policies to be considered on future agendas include:

1. Legislative Advocacy Policy
2. Legal Counsel and Auditor Policy
3. CCSD-Owned Vehicle Usage for Commuting Policy
4. Climate Change Policy

**6. ADJOURN (2:03:12)**

Committee Chair Scott adjourned the meeting at 5:05 p.m.