

POLICY COMMITTEE
REGULAR MEETING
Thursday, May 27, 2021 - 2:30 PM

MINUTES

A. ESTABLISH QUORUM

A quorum was established.

Committee Members present: Donn Howell, Gordon Heinrichs, Ted Key, Claudia Harmon Worthen, Leslie Richards and Stephen Boyett.

Staff present: General Manager John Weigold and Board Secretary Ossana Terterian.

B. CALL TO ORDER

Chairman Howell called the meeting to order at 2:30 p.m.

C. CHAIRMAN'S REPORT

- Chairman Howell gave an update on the policy inventory work of the Board's ad hoc policy committee.
- Chairman Howell summarized the operating practices of the other standing committees (Finance and R&I), which typically have limited their activity to reviewing and commenting on the proposals of the Board and District staff. Independent research and recommendations are within the charge of the standing committees.
 - Members Worthen, Key and Richards expressed concerns regarding the appearance of an effort to strip this Committee of responsibility.
 - General Manager Weigold notified the Committee that the discussion was straying from the approved agenda and should be added to a future agenda if additional discussion is needed.
- Chairman Howell reported that the Board rejected the Committee's proposed dark sky lighting policy in favor of postponing any district action on lighting until after San Luis Obispo County releases its lighting regulations currently under review.
 - Member Worthen raised concerns about the Board's willingness in an earlier meeting to issue a letter of support in favor of a comprehensive lighting policy and subsequent decision to reject in whole a policy on the topic.

- Chairman Howell clarified that the Board agenda item was limited to whether to approve work on a lighting policy, and the Board declined to grant such approval. While the Board reviewed the policy proposed by Member Worthen, it did not pass judgment on the contents of that policy and instead declined to approve further work on that policy until such time as the County has issued its regulations.
- Chairman Howell reported that the policy proposed to the Board for filling vacancies on the Board was adopted. The examples set forth in that policy required correction, and those revisions will be up for Board approval at its next meeting.

D. AD HOC SUBCOMMITTEE REPORTS

- None.

1. PUBLIC COMMENT

Members of the public may now address the Committee on any item of interest within the jurisdiction of the Committee but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Committee cannot discuss or act on items not on the agenda. Each speaker has up to three minutes.

- The meeting was interrupted by hackers and the Zoom meeting was closed to clear the gathering of hackers.
- Chairman Howell continued the regular monthly meeting of the Committee as a quorum was established.
- No member of the public submitted advance written comment.
- No member of the public offered verbal comment.

2. CONSENT AGENDA

A. Consideration to Approve the April 29, 2021, Regular Meeting Minutes

- Member Heinrichs requested that the minutes be revised to reflect Member Richards' approved absence.
- Member Heinrichs requested that vote counts during the meeting reflect only 4 members voting, as the Chairman does not vote absent a tie.
- Member Key requested that the minutes be revised to reflect that the City of Piru was the municipal entity upgrading to a tertiary

wastewater facility, instead of the listed City of Ventura.

- Member Heinrichs moved to accept the April 29, 2021, regular meeting minutes as revised.
- Member Worthen seconded the motion.
- Chairman Howell conducted a rollcall vote:
 - Member Heinrichs – aye;
 - Member Richards – aye;
 - Member Worthen – aye;
 - Member Boyett – aye;
 - Member Key -- aye
- Ayes – 5; Nays – 0. The motion passed, and said minutes, as revised, were approved.

3. REGULAR BUSINESS

A. Discussion and Consideration of Policy Matters Related to Climate Change

- Chairman Howell requested the committee discuss item D first, as this Item A would require the most discussion time.
 - No Committee member objected to this reordering.
- Upon return to this item, Chairman Howell called for discussion on this policy.
 - Member Ted summarized the draft policy he drafted and proposed. He stressed the pressing nature of a need for this policy given the increasingly common occurrence of disasters driven by changes to the climate, as well as the financial boon to the District of upgrading to renewable energy related improvements.
 - Chairman Howell called for public comment.
 - A member of the public stated that the policy may be too focused on minute steps as opposed to broad based goals to guide the District.
 - Chairman Howell stated that the draft policy is a great starting point, and proposed it appear on a future agenda. Members are to spend time reviewing and thinking through further development of this policy.

B. Discussion and Consideration of Policy 1040 Regarding Correspondence to the Board

- Chairman Howell requested that discussion of this Item B be postponed to a future meeting.

- No Committee member objected to this postponement.
- Member Worthen asked that at future meetings, reordering or changes to the agenda be formally approved during each such meeting.
- Upon return to this item, Chairman Howell proposed that he, as a member of the Board, would compile all discussion on this topic and propose a policy for the Committee's review and comment.
 - Member Heinrichs expressed concerns over the Committee's responsibilities if the Committee will not spearhead this type of drafting.
 - Member Key proposed that the policy should be derived from the policy currently in place with further detail to be drafted re: specific categories of communication.
 - Member Worthen expressed agreement with the concerns raised by Member Heinrichs re: Committee responsibility.
 - Member Richards expressed similar concerns about the Board hemming in the responsibility and work of the Committee.
- Member Richards stated frustration with a lack of clarity in the Committee's scope of responsibility as compared to the ad hoc policy committee run by Chairman Howell and Board member Gray.
 - Chairman Howell read the motion creating the Board's ad hoc policy committee to clarify that the primary purpose of the ad hoc committee was to inventory existing District policies and identify gaps in coverage.
- General Manager Weigold notified the Committee that the discussion was straying from the approved agenda and should be added to a future agenda if additional discussion is needed.
- Member Key and Member Worthen agreed to work on a draft policy on communications to the Board, subject to receipt from the Board of more guidance and information on what the policy should cover.
 - Chairman Howell offered to put a request for such information on a future Board agenda.
- Chairman Howell called for public comment.
 - No public comment was offered.
- Chairman Howell proposed that Chairman Howell, Member Key and Member Worthen meet up to discuss how to proceed on this policy.
 - No member objected.

- C. Discussion and Consideration of a Policy Regarding Purchase of Used Equipment
 - No discussion on this Item C was undertaken.

- D. Discussion and Consideration of a Policy Regarding Surveillance Cameras on District Properties
 - Chairman Howell summarized previous discussion of the district's use of surveillance equipment.
 - There were stated concerns about cameras being a good idea, subject to limitations on additional lighting and the use of drones, as well as protections for the privacy of private property within the view of such cameras.
 - Chairman Howell expressed the opinion that no surveillance policy is necessary at this time.
 - Chairman Howell called for questions from the Committee members and public.
 - Member Worthen would like to know how many cameras are currently in use by the district, and where those cameras are located.
 - That information is not currently known, but will be requested of District staff.
 - Member Worthen asked Chairman Howell to explain why he recommends no policy at this time.
 - Member Richards asked why the district would not want a policy on this matter.
 - Chairman Howell noted that his recommendation for no policy at this time was based on his personal opinion and not a reflection of the Board's position on the matter.
 - No member of the public posed any questions.
 - Chairman Howell called for discussion of this topic.
 - Member Worthen stated that in her opinion, a policy is needed to protect the privacy interests of those in the community.
 - Member Richards supports the development of a policy as a matter of protecting the District from potential liability. Requirements vis a vis signage noticing individuals of the operation of cameras is essential.
 - Member Key expressed support for Member Richards' comments.
 - Member Heinrichs expressed support for Member Richards' comments.
 - Member Boyett moved that (i) the Committee not foreclose the development of a surveillance policy due to

a lack of information, and (ii) the Committee seek out information on the number of cameras and drones in use and their present operating locations, to further development of a policy that both protects the privacy of community members and limits potential liability exposure for the District, while enhancing public safety.

- Member Key seconded the motion.
- Chairman Howell conducted a rollcall vote:
 - Member Boyett – aye.
 - Member Key – aye.
 - Member Heinrichs – aye.
 - Member Richards – aye.
 - Member Worthen – aye.
- Ayes – 5; Nays – 0. The motion passed.
- Member Richards proposed that separate policies be created for district use of cameras and drones, as they invoke different concerns and legal questions.
- Chairman Howell proposed that he, as a member of the Board, would work up a policy for the Committee’s consideration and comment.

4. FUTURE AGENDA ITEMS

Chairman Howell asked for any future agenda items.

- Item D from this meeting’s agenda.
- Item A from this meeting’s agenda.
- Item B from this meeting’s agenda.

ADJOURN

Chairman Howell adjourned the meeting at 4:32 p.m.