

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE
BOARD OF TRUSTEES OF JORDAN VALLEY WATER CONSERVANCY DISTRICT**

(Unapproved and subject to change)

Held October 11, 2022

The Executive Committee meeting of the Board of Trustees of the Jordan Valley Water Conservancy District was held in person and electronically on Tuesday, October 11, 2022, at 4:16 p.m. at JVVCD's office located at 8215 South 1300 West, West Jordan, Utah.

This meeting was conducted electronically in accordance with the Utah Open and Public Meetings Act (Utah Code Ann. (1953) §§ 52-4-1 et seq.) and Chapter 7.12 of the Administrative Policy and Procedures Manual ("Electronic Meetings").

Trustees Present:

Corey L. Rushton, Chair
A. Reed Gibby
Sherrie L. Ohrn (electronic)
Mick M. Sudbury
Barbara L. Townsend
John H. Taylor
Dawn R. Ramsey (joined electronically at 4:47)

Trustee Not Present:

Lyle C. Summers
Karen D. Lang

Staff Present:

Bart Forsyth, General Manager
Matt Olsen, Assistant General Manager
Alan Packard, Assistant General Manager
Shazelle Terry, Assistant General Manager
Gordon Batt, Operations Department Manager
Jason Brown, Information Systems Department Manager
Brian Callister, Maintenance Department Manager
Shane Swensen, Engineering Department Manager
David Martin, CFO/Treasurer
Mark Stratford, General Counsel
Kurt Ashworth, Human Resources Manager
Beverly Parry, Executive Assistant
Martin Feil, Database Administrator (electronic)
Mindy Keeling, Administrative Assistant
Brian McCleary, Controller (electronic)

Also Present:

Jason Helm, General Manager, Granger-Hunter Improvement District

Welcome

Mr. Corey Rushton, Chair, called the meeting to order at 4:16 p.m.

**Review agenda
for October 12,
2022, Board
meeting**

Mr. Rushton asked Mr. Bart Forsyth, General Manager, to proceed with the review of the proposed agenda. Mr. Forsyth reviewed the proposed agenda for the October 12, 2022, Board of Trustees meeting. Some of the topics for discussion and consideration included: consider approval of minutes of the Executive Committee meeting held September 12, 2022, and the regular Board meeting held September 14, 2022, and the Trustees'

expenses report for September 2022; consider authorization to award a construction contract for pump installation at the 6898 West Old Bingham Highway Pump Station; consider authorization to award an engineering services contract for Etienne Way and Murray Holladay Road Well Equipping; consider adoption of Petition Certification (Cottonwood Lane), certifying petition for annexation of lands into the Jordan Valley Water Conservancy District; consider authorization for General Manager to sign Memorandum of Understanding with Colorado River Basin Municipal and Public Water Providers; verification of compliance with selected legal requirements and internal practices; report on tentative 2023 Board meetings schedule; and various routine reporting items. A closed session is proposed to discuss sale or purchase of real property and/or water rights or water shares, information provided during procurement process, and discussion of pending litigation.

**Discuss
proposed
Personnel
Policy changes**

Mr. Mark Stratford, General Counsel, said proposed changes to the personnel policy were discussed in the September 2022 Executive Committee meeting, and the October 2022 meeting is to address questions by Trustees. Mr. Stratford first addressed areas that could impact benefits which include holidays and bereavement leave. He said the proposed addition of Juneteenth National Freedom Day as a paid holiday, would be a change in benefits having a financial impact to JWVCD. He asked Mr. Dave Martin to explain the financial impact of adding the holiday.

Mr. Martin explained that no additional funds would need to be added to the annual budget. He said the additional holiday would mean an employee would receive the same pay while working eight fewer hours in a year. While there is no direct increase to an expense, the estimated cost of the additional holiday to JWVCD is \$65,000, and could be viewed as the cost of work that would not be performed that day.

Mr. Stratford presented various options for adding Juneteenth to policy which included recognizing the new holiday in addition to existing holidays, and recognizing the additional holiday while making another holiday, such as Columbus Day, a floating holiday. After some discussion it was determined that the option of having a floating holiday would be best suited.

Mr. Stratford said the proposed bereavement leave for loss of pregnancy is up to three days and would cost JWVCD about \$300 per occurrence. The addition of this benefit allows employees to keep their sick leave for those days. He said current policy for funeral leave is three days for an immediate family member and two days for extended family which is comparable with other public entities.

Mr. Stratford then presented the proposed addition of medical marijuana to the drug and alcohol policy. He explained that to streamline policy language, it is recommended that the term "prescribed medication" is defined to include medical marijuana, then to be used throughout the policy. He also presented other proposed changes to policy language to define employee expectations surrounding drugs and alcohol more clearly.

Mr. Stratford said that proposed changes to the personal appearance policy are meant to allow employees more individualized choices. He presented examples of personal appearance choices that would violate policy, and

that a Department Manager, in consultation with an Assistant General Manager, would determine any potential violation.

Ms. Ohrn asked if there are enough instances of violations that it could become a problem for upper management. Mr. Stratford said there are not frequent violations, and that including Department Managers and Assistant General Managers, allows for more consistency in application.

Mr. Gibby asked for clarification on the definition of gangs and whether all groups are included in the definition. Mr. Stratford explained that an organization or group that advocates intolerance, discrimination, or unlawful conduct, is how JVVCD policy defines gangs and not all groups are included in that definition.

Mr. Rushton thanked Mr. Stratford for the updates and mentioned that there might be a few more items in the policy that may need to be discussed in the future.

Discuss District participation in Memorandum of Understanding with Colorado River Basin Municipal and Public Water Providers

Mr. Forsyth explained that the Memorandum of Understanding with Colorado River Basin Municipal and Public Water Providers is a commitment by Colorado River water suppliers and users to implement programs to conserve Colorado River water. He said JVVCD is the largest user of Colorado River Water in the state of Utah by way of JVVCD's Central Utah Project (CUP) contract. The commitment by JVVCD would include increasing indoor and outdoor water use efficiency, introducing programs to reduce the quantity of non-functional turf grass through drought and climate resilient landscaping, increasing water reuse and recycling programs where feasible, and collaborating with other water users in the Colorado Basin to balance the supply and use of the river.

Mr. Gibby asked if there are other water districts in the state of Utah that have also participated. Mr. Forsyth replied that Central Utah Water Conservancy District, and Washington County Water Conservancy District have chosen to participate, and Weber Basin Water Conservancy District potentially will as well.

Discuss Board tour

Mr. Forsyth said opportunities to tour JVVTP, SERWTP, and SWGWTP facilities were presented in the September 2022 Executive Committee meeting. He said October 24, 2022, was chosen as the best day for those involved. He presented an itinerary for that day and said that upcoming capital projects will be identified for Trustees.

Adjourn

Mr. Rushton called for a motion to adjourn. Mr. Mick Sudbury moved to adjourn. Following a second by Mr. Reed Gibby, the meeting adjourned at 5:11 p.m.

Corey L. Rushton, Chair of the Board of Trustees

Barton A. Forsyth, District Clerk

