



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF APRIL 25, 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, April 25, 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 (00:10)

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

1.B Establishment of Quorum

A quorum was established.

Committee members present: Committee Chair Debra Scott, Vice Chair Gordon Heinrichs, Claudia Harmon Worthen and Secretary Donn Howell. Ted Key joined the meeting at (01:24).

Committee member absent: Jim Townsend – excused absence.

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

1.C Chair Report (00:51)

Committee Chair Scott reported that yesterday’s mediation session with the School Board went well.

1.D Ad Hoc Subcommittee Report(s) (01:39)

There were no subcommittee reports.

1.E Committee Member Communications (01:44)

Member Howell made some general observations about policies and what purposes they can serve.

Chair Scott recommended the Committee look at the CCSD’s most recent strategic plan and statement of values.

2. PUBLIC COMMENT (09:29)

No members of the public were present or attending online. Chair Scott invited comments from Committee members and staff.

Member Key expressed concern about the recent dog-bite incident on Park Hill. Some discussion among Committee members and staff ensued.

3. CONSENT AGENDA (11:43)

3.A Consideration to Approve the March 28, 2024 Regular Meeting Minutes

Member Heinrichs noted that Christine Heinrichs' name was misspelled in the report of agenda item 2 *Public Comment*.

Member Harmon Worthen observed that her name should not be hyphenated as it was in the report of agenda item 1-B *Establishment of Quorum*.

Motion: to accept the meeting minutes with the modifications as discussed [above]. (12:55)

Motion by: Harmon Worthen

Second by: Key

Motion passed: Ayes – 4; Nays – 0; Absent – 1; Chair not voting. (13:41)

4. REGULAR BUSINESS

4.A Review, Discussion and Consideration of the CSDA Policy Number 1055: Legislative Advocacy Policy (14:40)

Chair Scott had prepared a draft of this policy which she presented to the Committee for discussion and consideration. The committee suggested several minor edits.

Motion: that this Committee submit draft policy 1055 [Legislative Advocacy Policy] to the CCSD Board for consideration and recommend approval. (49:00)

Motion by: Key

Second by: Howell

Motion passed: Ayes – 3; Nays – 2; Absent – 1; Members Heinrichs and Harmon Worthen dissenting. (51:24)

Call for public comment (52:24) There was none.

4.B Discussion and Update on the Climate Change Policy (52:35)

Chair Scott reported that she had a conversation about this policy with the Chair of the Resources & Infrastructure (R&I) Committee, Director Dean. Director Dean said that she liked the draft climate change policy, dated December 27, 2021, currently under consideration by the Policy Committee. The two chairs agreed that after the R&I committee has finished its work on the plan for addressing climate change, the Policy Committee can review the draft policy to ensure it is complete and that it comports with the plan as proposed by R & I.

Member Harmon Worthen asked that, in the context of climate change, Policy Committee revisit its lighting policy that had been rejected by an earlier CCSD Board.

Chair Scott asked GM McElhenie to give a brief update about the measures that District has already taken and will be taken in the future to address climate change.

Call for public comment (55:44) There was none.

4.C Discussion for Future Activities for the Policy Committee (1:13:00)

Chair Scott presented this agenda item in order to provide a snapshot of where the Committee is in its work, what progress has been made, and so inform the Committee's discussion as what we really want to work on..

The Chair reviewed the list of policies that have been discussed and the status of each:

- Social Media Policy and Internet & Email Policy – these will be part of a new Personnel policy currently being developed by a consultant. The Committee will have a chance to review these policies after the consultant has finished its work.
- Role of the General Manager Policy – the Policy Committee will revisit this in light of the District's newly updated strategic plan. A copy of the current strategic plan will be included in our next meeting's agenda packet.
- CCSD-Owned Vehicle Policy – Utilities Department Manager Green and GM McElhenie are preparing a new Section 3.
- Evacuation Planning – This issue is being addressed on a number of fronts.
- Purchasing Policy – Finance Manager Fritz and Confidential Admin. Assistant Dodson are working on this.
- Reserve Policy – The Finance Committee is working on this.

Other policy reviews that are now in process:

- Climate Change Policy – waiting for R&I Committee to finish its Climate Change Action Plan.
- Legislative Advocacy -- recommended to the Board for adoption.
- Legal Counsel and Auditor Policy – on the Board's agenda for its May 9 meeting.

Ms. Dodson agreed to forward the current Policy Handbook Table of Contents to the committee members.

Call for public comment (1:32:21) There was none.

5. FUTURE AGENDA ITEM(S)

Discussion of the Role of the General Manager in light of the new Strategic Plan

CCSD-Owned Vehicle Policy Section 3 if it is ready

Further discussion of the policy list (Policy Handbook Table of Contents)

Call for public comment (1:34:51) There was none.

6. ADJOURN (1:35:02)

Committee Chair Scott adjourned the meeting at 4:36 p.m.