



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE

The Executive Committee held a special meeting at the District Office at 1072 Tico Road on June 30, 2017, beginning at 9:00 a.m.

COMMITTEE MEMBERS PRESENT: John R. (Jack) Curtis
Peter M. Kaiser
William M. Stone, Chairman

STAFF PRESENT: Jeff Palmer, General Manager
Brenda Krout, Administrative Officer
Ron Sheets, Operations Superintendent

OTHERS PRESENT: None

1. **Public Comment - (Items not on the agenda - 3 minute limit)**

None

FOR DISCUSSION & RECOMMENDATION

2. **Individual Directors' Outreach Efforts to the City of Ojai**

Mr. Palmer explained that a situation recently arose as a follow up to the June 26, 2017 Board Meeting, which has brought into question the protocol concerning communication from the District to other public agencies, particularly the City of Ojai.

Mr. Palmer reported that staff received a phone call from a Director requesting a meeting at the District office between the Director, General Manager and a City of Ojai council member to listen to the tape recording of the June 26, 2017 Board Meeting, to review District Legal Counsel's (DLC) legal opinion of issues discussed at the meeting. Staff determined that this type of communication from individual Director was not appropriate; the recording of the Board meeting is a legal record of the meeting and there shouldn't be additional discussions/analyst of the topics from that meeting outside of the full Board participating. Staff was advised by DLC to treat this request as a Public Records Act request from the City Council member. Mr. Palmer stated staff will be following DLC's advice and will provide the Council member with a CD copy of the recorded meeting.

Mr. Palmer stated that he wanted to advise the Executive Committee of the Director's request; the action staff is planning in response to this request and to see if the Committee feels there is a need to change the established communication protocols and/or feel the subject of communication protocols should be brought to the full Board for review.

Mr. Palmer noted that staff has also received a Public Records Act request from a member of the public for a copy of the recording of the June 26, 2017 Board Meeting. Staff will be processing both requests providing a CD of the June 26, 2017 Board Meeting to City of Ojai Council member William Weirick and to the requesting public member.

Mr. Weirick, City of Ojai Council member, addressed the Committee stating he wanted to correct the record he did not ask for the meeting; Director Greene called him and invited him to come to the District office to listen to the recording of the June 26, 2017 meeting to hear the DLC's presentation of his legal opinion.

The Committee Members unanimously supported the established communication protocol which consists of the General Manager being responsible for communications with the public and other agencies.

3. **Discussion**

a. Audience

Eric Jensen, 329 Gridley, addressed the Committee stating that he was in the audience during the June 26, 2017 Board meeting and he was only able to hear about 90 percent of what was being said by the Directors.

b. Committee Members

None

c. General Manager

None

The Executive Committee Meeting adjourned at 9:23 a.m.

Minutes submitted by Brenda Krout, Clerk of the Board.