



Setting Standards of Excellence in Public Service

MINUTES
FINANCE AND ADMINISTRATION COMMITTEE MEETING
SPECIAL COMMITTEE MEETING
Monday, March 12, 2018 – 10 a.m.
7811 University Avenue, La Mesa, CA 91942-0427

1. Chair Verbeke called the Finance and Administration Committee Meeting to order at 10 a.m. Chair Verbeke and Vice Chair McMillan were present.

Staff present: Lugo, Bryant, Miller, Fox, Doubrava, Kading, Lunde, Uhrhammer, Curtis and Annett.

Others present: No customers were present.
2. There were no additions or deletions to the agenda. The agenda was approved through general consensus of the committee.
3. Management Analyst Jessica N. Kading provided an update on alternative insurance providers. Safety/Risk Administrator Susen Doubrava explained insurance coverage provider differences and the process for receiving a new insurance quote. Human Resources Manager Susan S. Fox reviewed comments received for the compensation study request for proposals and clarified the RFP timeline. Director of Administrative Services Jennifer C. Bryant provided a tentative fiscal year 2018-19 budget and water rates calendar, Tyler systems overview chart, sample budget schedule and a discussion of the upcoming budget guidelines meeting. Enterprise Applications Manager Quince S. Lunde presented an enterprise resource planning/geographic information system PowerPoint update. Senior Public Affairs Representative Michael J. Uhrhammer provided a public affairs update including the eBills campaign, customer survey results distribution, upcoming contests and events, and education program with the Water Conservation Garden's Ms. Smarty Plants. Senior Public Affairs Representative Michelle M. Curtis reviewed Senate Bill 623, Assembly Bill 401 and Senate Bill 998. All questions were answered by the presenters with the assistance of General Manager Carlos V. Lugo, Director of Administrative Services Jennifer C. Bryant and Director of Operations Kevin D. Miller. There were no public comments.
4. The committee confirmed the next meeting for June 13, 2018 at 9 a.m.
5. Chair Verbeke adjourned the meeting at 11:44 a.m.



DeAna R. Verbeke, Chair

ATTEST:



Lorri S. Annett, Assistant Board Secretary