

**UPPER VENTURA RIVER GROUNDWATER AGENCY  
MINUTES OF REGULAR MEETING NOVEMBER 9, 2017**

Directors present were: Bruce Kuebler, Mary Bergen, Larry Rose, Emily Ayala, Diana Engle; alternate directors present were: Joe McDermott for Kevin Brown and Glenn Shephard for Jeff Pratt. Also present were: Executive Director Cece Vandermeer and Attorney Dylan Johnson. Public present were; Bert Rapp, Ron Shitehurst and Jan Dietrick.

- 1) **CALL TO ORDER**- Chairperson Bruce Kuebler called the meeting to order at 1:00 P.M.
- 2) **PLEDGE OF ALLEGIANCE** – Led by Bruce Kuebler.
- 3) **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA** – No public comments were received.
- 4) **CONSENT ITEMS**

- a. **Approve Minutes from September 14, 2017 regular meeting**
- b. **Approve Minutes from October 12, 2017 regular meeting**

There were several changes to both meeting minutes.

McDermott moved to approve the meeting minutes as corrected. Seconded by Shepard.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Joe McDermott, Larry Rose and Emily Ayala.

**5) ACTION ITEMS**

- a. **Conflict of Interest Code**

Attorney Johnson summarized the staff report and explained the changes that the County requested. Adopting Resolution 2017-5 will supersede Resolution 2017-3. Attorney Johnson stated that Resolution 2017-5 will bring the Conflict of Interest Code into alignment with other agencies.

No public comments

Engle moved to approve Resolution 2017-5. Seconded by Shepard.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diane Engle, Joe McDermott, Larry Rose and Emily Ayala.

**6) COMMITTEE REPORTS**

- a) **Report from Ad Hoc Committee to Draft Bylaws**

Rose provided an update. Attorney Johnson will bring the Bylaws to the December 14, 2017 meeting for discussion and possible approval.

- b) **Report from Ad Hoc Stakeholder Engagement Committee**

Rose and Ayala met with Larry Yee to assist the UVRGA in developing a stakeholder development program. There was Board discussion of various approaches and ideas for engaging stakeholders. Kuebler requested that the stakeholder engagement committee meet in

the next week or two to develop stakeholder engagement plan for presentation at the December 14, 2017 Board meeting. There was discussion about various lists of interested peoples that will be provided to the committee.

**c) Report from Funding Options and Budget Review Ad Hoc Committee**

None

**7) EXECUTIVE DIRECTOR'S REPORT**

**a) Report on the status of establishing a bank account**

Vandermeer stated that there were a few more steps before the bank account becomes active.

**b) Report on Expenses for October**

None

**c) Status of General Liability Insurance**

Vandermeer received a quote from one company. The Board requested quotes from ACWA and SDRMA. The issue of bonding for the treasurer will be resolved by the selected insurance carrier.

Vandermeer announced that the next meeting will be held on December 14, 2017 at 1pm at the Ojai Valley Land Conservancy.

**8) DIRECTOR ANNOUNCEMENTS**

Kuebler reported that the Grant application was resubmitted on November 1, 2017, after a data management section was added. Kuebler notified DWR via email that the application was complete and ready for review. Kuebler indicated that the DWR has released a draft Best Management Practices on sustainable management criteria. A technical advisory committee meeting for the State Water Board's surface water/groundwater model will be held on November 28, 2017.

Sheppard asked about the Kear Groundwater Wet Reach Flow monitoring. This will be presented at the December 14, 2017 Board meeting.

Engle raised the question about AB 1234 ethics training. All Board members are required to have this every two years.

Attorney Johnson will follow up on filings of the Form 700 by the Board.

**ADJOURNMENT** – The meeting was adjourned at 2:18 pm.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_