



**MINUTES OF THE REGULAR  
MEETING OF  
THE  
INLAND EMPIRE UTILITIES AGENCY  
BOARD OF DIRECTORS**

**WEDNESDAY, OCTOBER 3, 2018  
10:00 A.M.**

**DIRECTORS PRESENT:**

Steven J. Elie, President  
Michael Camacho, Vice President  
Jasmin A. Hall, Secretary/Treasurer  
Paul Hofer  
Kati Parker

**DIRECTORS ABSENT:**

None

**STAFF PRESENT:**

Halla Razak, General Manager  
Chris Berch, Executive Manager of Engineering/AGM  
Kathy Besser, Executive Manager of External Affairs & Policy Development/AGM  
Randy Lee, Executive Manager of Operations/AGM  
Shaun Stone, Acting Executive Manager of Engineering/AGM  
Christina Valencia, Executive Manager of Finance & Administration/AGM  
Joshua Aguilar, Senior Engineer  
Tina Cheng, Budget Officer  
Javier Chagoyen-Lazaro, Manager of Finance & Accounting  
Nel Groenveld, Manager of Laboratories  
Jason Gu, Manager of Grants  
Elizabeth Hurst, Environmental Resources Planner II  
Sally Lee, Executive Assistant  
Sylvie Lee, Manager of Planning & Environmental Resources  
Alex Lopez, Financial Analyst II  
Liza Munoz, Senior Engineer  
Craig Proctor, Source Control/Environmental Resources Supervisor  
Ken Tam, Senior Associate Engineer  
Wilson To, Technology Specialist II  
Teresa Velarde, Manager of Internal Audit  
April Woodruff, Board Secretary/Office Manager

**OTHERS PRESENT:**

Jean Cihigoyenette, JC Law Firm  
Courtney Jones, Ontario  
Roger Putty, GEI Consultants  
Jeff Szytel, Water Systems Consulting, Inc.  
Holly Tichenor, Water Systems Consulting, Inc.

A regular meeting of the Board of Directors of the Inland Empire Utilities Agency\* was held at the office of the Agency, 6075 Kimball Avenue, Koopman Conference Room - Bldg. B, Chino, California on the above date.

President Elie called the meeting to order at 10:02 a.m. and Executive Manager of Engineering/AGM Chris Berch led the pledge of allegiance to the flag. A quorum was present.

President Elie stated that members of the public may address the Board. There was no one desiring to do so.

President Elie asked if there were any changes/additions/deletions to the agenda. There were no changes/additions/deletions to the agenda.

### **ACTION ITEM**

#### **VIDEO RECORDING AND BROADCASTING OF MEETINGS**

Acting Executive Manager of Engineering/AGM Shaun Stone presented different options and costs for the video recording and broadcasting of meetings to the Board of Directors. Discussion ensued regarding the costs related and necessary processes required for each option. Director Parker stated it would be beneficial to be able to view the meeting in an effort to be more transparent. Director Hofer stated that he would like to be shown how to access the video on the Agency website. The Board members asked for the item to be brought back at the next Board meeting with clarification on the cost on all options with staff time included and a demonstration where the videos will be posted on the Agency website.

#### **LABORATORY EQUIPMENT RELOCATION SOLE SOURCE CONTRACT AWARD**

Acting Executive Manager of Engineer/AGM Shaun Stone stated that the new laboratory is reaching its final stages of completion, which means that now there is need to move the specialty equipment into the new laboratory. The Agency has found a company, PerkinElmer Heath Sciences, Inc., who is under the Agency's master services agreement, who will be able to move all the equipment. He stated that the Agency is planning to move the equipment on October 8.

Upon motion by Director Hofer, seconded by Director Camacho, and unanimously carried:

**M2018-10-1**

MOVED, to:

1. Award a Laboratory Equipment Relocation Sole Source Contract Award to PerkinElmer Health Sciences, Inc., for the not-to-exceed amount of \$140,754; and
2. Authorize the General Manager to execute the Laboratory Equipment Relocation Contract subject to non-substantive changes

## **WORKSHOP**

### **CHINO BASIN PROJECT WORKSHOP NO. 1**

General Manager Halla Razak gave a brief history of the Chino Basin Project (CBP). She also gave an overview of how the Agency is advancing regional water resilience, the Agency's water portfolio, challenges with imported water supplies and local supplies, how the CBP is delivering the 1Water Innovation, and the benefits of the 1Water Innovation. Executive Manager of Engineering/AGM Chris Berch presented the benefits from the project, how the funds are planned to be invested in the Chino Basin needs, and how the project is in effort to mitigate the risks the region is facing. Ms. Razak stated that this is the first workshop of this project. Staff is asking the Board for feedback and what matters they would like brought back at the next workshop. She stated that staff is concentrating on the life cycled costs and financial projections, in order to present an accurate picture of what the project will entail. She stated that at the next workshop, staff will show the salinity projections for the next five years and how piping fits in with other plants within the region, which will assist in the decision-making process. She presented a timeline of when staff is planning to bring updates back to the Board of Directors and the next steps of the project.

*Director Camacho left the meeting at 11:07 a.m.*

*Director Camacho returned to the meeting at 11:09 a.m.*

Discussion ensued about how the project will work, the financial aspects of the project, the complexity of the project, studies that are being completed on the region, subsidence and how it is measured, collaboration with different agencies, and the current imported water supply. President Elie stated that one of the benefits of the project was that many projects that were planned already for the future are now aligned with the plans included in CBP. He asked to be shown the monetized breakdown of the planned projects alongside a timeline of the project and when funds were anticipated to be spent. The directors commended staff on their efforts on the CBP progress thus far.

## **INFORMATION ITEM**

### **THE FOLLOWING INFORMATION ITEM WAS RECEIVED AND FILED BY THE BOARD:**

#### **CALIFORNIA WATER EFFICIENCY: LEADING THE WAY INTO THE FUTURE**

President Elie stated that this item is a publication written by the Southern California Water Coalition and the California Data Collaborative, both organizations the Agency is a part of.

#### **DIRECTORS' COMMENTS**

Director Hall thanked the Board of Directors for having the confidence in her to stand as the Board appointed representative on behalf of IEUA for many of the agencies and associations that IEUA is a part of, such as ACWA, CDA, Special Districts, SAWPA, and the CASA Board of Directors. She stated that as the representative for IEUA, regionally and locally, it has required her to travel and her travel expenses may be much higher than the average Board member. However, as the appointed representative she is responsible to share with the entire Board valuable information from the agencies and associations. She thanked the Board again for their confidence in her in doing what is best for IEUA to represent the constituents in the Agency's service area.

Director Hofer thanked all the Board members who take the time to attend conferences and events and provide the information to the other Board members - such as himself - who do not have to time to attend these events.

**CLOSED SESSION**

The Board went into Closed Session at 11:22 a.m., A. PURSUANT TO GOVERNMENT CODE SECTION 54954.5 – PUBLIC EMPLOYMENT: Board Secretary/Office Manager


The meeting resumed at 11:36 a.m., and President Elie stated that the below-mentioned matters were discussed in Closed Session, and the Board took the following actions:

Pursuant to Government Code Section 54954.5 – Public Employment:

Board Secretary/Office Manager

The Board took no reportable action.

With no further business, President Elie adjourned the meeting at 11:38 a.m.

  
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Jasmin A. Hall, Secretary/Treasurer

**APPROVED: OCTOBER 17, 2018**