



BOARD AUDIT COMMITTEE MEETING
DRAFT MINUTES

REGULAR MEETING
WEDNESDAY, APRIL 15, 2026
1:00 PM

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER:

A regular meeting of the Santa Clara Valley Water District (Valley Water) Board Audit Committee (Committee) was called to order in the Valley Water Headquarters Building Boardroom at 5700 Almaden Expressway, San Jose, California, and by Zoom teleconference, at 1:00 p.m.

1.1 Roll Call.

Committee members in attendance were: District 2 Director and Vice Chairperson Shiloh Ballard, and District 4 Director Jim Beall, Chairperson presiding, constituting a quorum of the Committee.

District 6 Director Tony Estremera was not present.

Staff members in attendance were: Emmanuel Aryee, Chris Cannard, Jessica Collins, Brian Dean, Enrique De Anda, Rachael Gibson, Walter Gonzalez, Mark Greene, Wendy Ho, Cecil Lawson, Anna Lee, Linda Mason, Patrice McElroy, Anthony Mendiola, Nicole Merritt, Tony Ndah, Carlos Orellana, Luz Penilla, Don Rocha, Manpreet Sra, Darin Taylor, and Tina Yoke.

Public in attendance was: George Skiles (Sjoberg Evashenk Consulting).

2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA:

Chairperson Beall declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

3. APPROVAL OF MINUTES:

3.1. Approval of March 18, 2026, Board Audit Committee Meeting Minutes.

Recommendation: Approve the minutes.

The Committee considered the attached minutes of March 18, 2026 Committee meeting.

Public Comments:
None.

It was moved by Vice Chairperson Ballard and seconded by Chairperson Beall and was unanimously carried that the minutes be approved.

4. REGULAR AGENDA:

4.1. Receive Update on the Implementation of the Management Response to the 2024 Human Resources (HR) Process Performance Audit.

Recommendation: Receive the status update on the implementation of the Management Response to the 2024 HR Performance Audit.

Patrice McElroy reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1 were reviewed as follows: Patrice McElroy reviewed Slides 1-4, and 5-10, and Anna Lee reviewed Slide 4.

Patrice McElroy, Anna Lee, and George Skiles were available to answer questions.

Public Comments:
None.

The Committee received the information, took no formal action, and noted the following:

- The Committee discussed challenges encountered during the implementation process related to confidentiality and the Enterprise Resource Planning (ERP) tool.
- The Committee discussed the in-person harassment prevention and Supervisor Core trainings, collaboration with Employee Resource Groups, and noted that Work Force Development is considering retaining a consultant to assist with gender and bias awareness training.
- The Committee expressed support for staff's progress and noted the BAC will review if a follow-up audit is needed to verify the implementation efforts once completed.
- The Committee expressed support for following up on the best practices related to gender awareness, an annual review process with metrics for the Board to evaluate Board Appointed Officers (BAOs), and methods for assessing employee survey feedback.

4.2. Discuss the Results of the Board Audit Committee's (BAC) Annual Self-Evaluation for Calendar Year (CY) 2025.

Recommendation: Discuss the results of the BAC's Annual Self-Evaluation for CY 2025.

George Skiles reviewed the information on this item, per the attached Committee Agenda Memo.

George Skiles was available to answer questions.

Public Comments:
None.

The Committee discussed the information, took no formal action, and noted the following:

- The Committee expressed support for audits as a collaborative tool to identify opportunities for improvement, establish next steps, and compare practices with other agencies.
- The Committee expressed support for follow up on the auditing process after BAO transitions and noted consideration of further amendments to the BAC Charter would be more effective next year to avoid overburdening staff.

4.3. Discuss 2026 Annual Audit Plan (Risk Assessment, Asset Management, Pacheco Reservoir Project, and Investigations Process), and Provide Feedback as Needed.

Recommendation: A. Discuss 2026 Annual Audit Plan,
B. Provide feedback as needed.

Darin Taylor and George Skiles reviewed the information on this item, per the attached Committee Agenda Memo.

Darin Taylor and George Skiles were available to answer questions.

Public Comments:
None.

The Committee received the information, took no formal action, and without further discussion confirmed the audits are currently on schedule and noted the update for the 2026 Annual Audit Plan.

4.4. Review and Discuss 2026 Board Audit Committee (BAC) Work Plan.

Recommendation: Review and discuss topics of interest raised at prior BAC meetings and approve any necessary adjustments to the 2026 BAC Work Plan.

Darin Taylor reviewed the information on this item, per the attached Committee Agenda Memo, and per the information contained in Attachment 1.

Darin Taylor was available to answer questions.

Public Comments:
None.

The Committee received the information, took no formal action, and without further discussion, noted the update on the 2026 BAC Work Plan.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS:

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.

Nicole Merritt confirmed the Committee received and noted the update on the implementation of the Management Response to the 2024 HR Process Performance Audit and expressed support for staff's progress and for follow up on best practices and trainings for gender awareness and measurements to evaluate the BAOs under Item 4.1; discussed the BAC Annual Self-Evaluation for CY 2025 and took no action for BAC Charter amendments under Item 4.2; noted update to 2026 Annual Audit Plan under Item 4.3; and update for the 2026 BAC Work Plan under Item 4.4.

6. CLOSED SESSION:

6.1. CONFERENCE WITH LEGAL COUNSEL - THREAT TO PUBLIC SERVICES OR FACILITIES

(Pursuant to Government Code Section 54957(a))

Consultation with Information Technology: Interim Chief Executive Officer, Melanie Richardson; Chief Operating Officer, Tina Yoke; Deputy Administrative Officer, Cecil Lawson; Information Technology Manager, Chris Cannard; District Counsel, Carlos Orellana; and Senior Assistant District Counsel, Linda Mason.

6.2. District Counsel Report on Closed Session.

Linda Mason reported that in regard to Item 6.1., the Committee met in Closed Session with all Committee members participating except Director Estremera and took no reportable action.

7. ADJOURN:

7.1. Adjourn. The Next Regular Meeting is Scheduled at 1:00 p.m. on May 20, 2026.

Chairperson Beall adjourned the meeting at 3:05 p.m. The next regular meeting was scheduled to occur at 1:00 p.m. on May 20, 2026.

Nicole Merritt,
Deputy Clerk (Committee Meetings)

Date approved: