



MEMORANDUM

FC 14

TO: Board of Directors

FROM: BPMC

SUBJECT: Board Policy and Monitoring Committee (BPMC)
Sept. 30, 2024 Meeting Summary

DATE: Oct. 22, 2024

This memorandum summarizes discussion and action from the meeting of the Board Policy and Monitoring Committee (BPMC) held on Monday, September 30, 2024.

Discuss Timing of the Election of the Board Chairperson and Vice Chairperson for the Calendar Year 2025 and make a recommendation to amend Board Governance Policy 5 (GP- 5): Chairperson’s Role, if needed.

Rick Callender reviewed the information on this item, per the attached Committee Agenda Memo and in the attachment and was available to answer questions. Mr. Callender stated that elections of the Chairperson and Vice Chairperson are done by a majority vote of the board.

It was moved by Member Varela, seconded by Vice Chairperson Estremera, and unanimously carried, to recommend amending Board Governance Policy 5.3 to add language to elect the Board of Directors Chairperson and Vice Chairperson in December, and to bring the amended language to the Board at the first meeting in December for consideration.

Review and Discuss Proposed Updates to Board Governance Policy Governance Process-6 (GP-6): Board Members’ Code of Conduct and Provide Direction to Staff on Next Steps.

Brian Hopper reviewed the information on this item, per the attached Committee Agenda Memo and in the attachment and was available to answer questions.

Discussion ensued relating to form of complaints, violations of agency policy vs. violations of the law, format of final document, complaint procedure, investigation tasks, the point in which the accused can respond to the complaint, staff feeling comfortable filing complaints, special rules relating to censure, final board action, and structure and function of Ethics and Conduct Ad Hoc Committee.

The BPMC continued the item and requested staff incorporate the discussed input and return with an updated document to the next BPMC meeting.

Discuss Board Policy and Monitoring Committee (BPMC) Work Plan and Agenda Items.

The Committee reviewed Work Plan items and timeline. Chairperson Hsueh requested to add Joint Powers Authority Board Member assignments.

The Committee received the information and took no formal action.

Board member comments and suggestions can be forwarded to Stephanie Simunic, Assistant Deputy Clerk II at (408) 630-2408 or by email to ssimunic@valleywater.org.