



**CENTRAL COAST WATER AUTHORITY
PERSONNEL COMMITTEE ⁽¹⁾**

AGENDA

Monday, May 12, 2025
9:00 AM,
at 255 Industrial Way, Buellton, California

Members of the public may participate by video call or telephone via
[Microsoft Teams](#) Meeting ID: 228 276 975 652 5 Passcode: 8AQ2Pk9W

Please note: public participation by video call or telephone is for convenience only and is not required by law. If technical interruptions to the video call/telephone occur, the chair has the discretion to continue the meeting and participants are invited to take advantage of the other participation options above.

Public Comment on agenda items may occur via video call or telephonically, or by submission to the Committee Secretary via email at lfw@ccwa.com no later than 8:00 a.m. on the day of the meeting. In your email, please specify (1) the meeting date and agenda item (number and title) on which you are providing a comment and (2) that you would like your comment read into the record during the meeting. If you would like your comment read into the record during the meeting (as either general public comment or on a specific agenda item), please limit your comments to no more than 250 words.

Every effort will be made to read comments into the record, but some comments may not be read due to time limitations. Please also note that if you submit a written comment and do not specify that you would like this comment read into the record during the meeting, your comment will be forwarded to Committee members for their consideration.

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available on the CCWA internet web site, accessible at <https://www.ccwa.com>.

★ indicates written report

THE FOLLOWING ITEMS WILL BE DISCUSSED AT THE MEETING OF THE COMMITTEE AND A VOTE MAY BE TAKEN FOR THE PURPOSE OF RECOMMENDING ACTION BY THE BOARD OF DIRECTORS.

- I. Call to Order and Roll Call**
- II. Public Comment** – (Any member of the public may address the Committee relating to any matter within the Committee’s jurisdiction. Individual speakers may be limited to five minutes; all speakers may be limited to a total of fifteen minutes.)
- III. April 23, 2025 Personnel Committee Meeting Minutes ★**
Staff Recommendation: Approve minutes.
- IV. Closed Session:**
 - A. PUBLIC EMPLOYEE EMPLOYMENT**
Gov’t Code Section 54957
Title: Executive Director
- V. Return to Open Session**
- VI. Reports from Committee Members for Information Only**
- VII. Date of Next Meeting: Unscheduled**
- VIII. Adjournment**

**MINUTES OF THE
CENTRAL COAST WATER AUTHORITY
MEETING OF THE PERSONNEL COMMITTEE ¹**

April 23, 2025

I. Call to Order and Roll Call

Director Clay called the April 23, 2025, Central Coast Water Authority Personnel Committee meeting to order at 10:01 a.m.

Committee Members in Attendance:

Jeff Clay	Santa Ynez River WCD, ID#1
Kathleen Werner	Goleta Water District

Staff in Attendance:

Ray Stokes	CCWA Executive Director
David Beard	CCWA Deputy Director
Lisa Watkins	CCWA Secretary

II. Public Comment

There was no public comment.

III. Approve April 11, 2024 Personnel Committee Meeting Minutes

Following discussion, motion to approve the minutes of the April 11, 2024 meeting was made by Director Werner, seconded by Director Clay and carried with Directors Clay and Werner in favor and none opposed.

IV. 2025 Review of Personnel Policy Manual

Ray Stokes, CCWA Executive Director, noted there was a memo detailing recommended changes to the CCWA Personnel Policy manual from CCWA's Personnel Counsel, Jeff Dinkin, included in the meeting materials. Mr. Dinkin reviewed the specific requested changes, which were based on assessment of existing policies and changes in law since the last review of the manual.

Upon a motion by Director Werner, seconded by Director Clay and carried with Directors Clay and Werner in favor and none opposed, the Committee recommended Board approval of the proposed changes to the Personnel Policy Manual.

The Committee adjourned to closed session at 10:10.

V. Closed Session:

- A. Public Employee Performance Evaluation - Government Code Section 54957
Title: Executive Director
- B. Conference with Labor Negotiator - Government Code Section 54957
Unrepresented Employees: Executive Director, Deputy Director
- C. Public Employee Employment

¹ The meeting is a Committee meeting.

VI. Return to Open Session

The Committee reconvened to open session at 11:43 AM.

Upon reopening the meeting, the Committee announced that it had met to evaluate the Executive Director performance and to consider salary changes for the Executive Director, and had provided direction to the labor negotiator. Both matters will be considered by the Board at its next regular meeting.

VII. Reports from Committee Members for Information Only

There were no reports from Committee Members.

VIII. Date of Next Meeting: Unscheduled

IX. Adjournment

The meeting was adjourned at 11:47 AM.

Respectfully submitted,

Elizabeth Watkins
Secretary to the Board

/lfw