



TRUSTEES PRESENT

Henry Aviles (Alhambra)
Sho Tay (Arcadia)
Robert Gonzales (Azusa)
Richard Barakat (Bradbury)
Corey Calaycay (Claremont)
Margaret Finlay (Duarte)
Jerry Velasco (El Monte)
Jackie Doornik (Glendora)
Manuel Garcia (Irwindale)
Charlie Klinakis (La Puente)
Meshal Kashifalghita (La Verne)
Becky Shevlin (Monrovia)
Joseph Leon (Monterey Park)
Rachel Janbek (Pasadena)
Tim Sandoval (Pomona)
Sandra Armenta (Rosemead)
Denise Menchaca (San Gabriel)
John Capoccia (Sierra Madre)
Robert Joe (South Pasadena)
Lloyd Johnson (West Covina)

TRUSTEES ABSENT

Emmanuel Estrada (Baldwin Park)
Patricia Cortez (Covina)
Catherine Marcucci (Industry)
VACANT (L.A. County)
Ryan Vienna (San Dimas)
Cynthia Sternquist (Temple City)
Allen Wu (Walnut)

STAFF PRESENT

Jason Farned
Rose Alba
Carol Hagele
Cecilia Contreras
Tristan Hallum
Gilbert Holguin
Anais Medina Diaz
Jerry Mireles

GUESTS PRESENT

None

1. Call to Order

Board President Shevlin called the meeting to order at 7:01 a.m. Trustee Gonzales led the Pledge of Allegiance. Clerk of the Board Mireles confirmed a quorum and noted absences.

2. Opportunity for Public Comment on Non-Agenda Items

None

3. Consent Calendar

Motion by Trustee Calaycay, seconded by Trustee Johnson and carried by the following vote to approve Items 3.1- 3.7 of the Consent Calendar.

AYES: Aviles, Tay, Gonzales, Barakat, Calaycay, Finlay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Menchaca, Capoccia, Joe, Johnson

NOES: None

ABSTAIN: None

ABSENT: Estrada, Cortez, Marcucci, Vienna, Sternquist, Wu

4. Presentation

None



5. Discussion with LCW Reviewing Changes to Personnel Rules and Regulations

Oliver Yee, representing Liebert Casidy Whitmore (LCW), delivered a presentation covering agenda items 5, 6, and 7. During his presentation, he elucidated the process for reviewing and revising the District's Personnel Rules and Procedures, outlining significant revisions and discussing the recently drafted policies.

Additionally, District Manager Farned brought to attention that the existing policies, as referred to in prior resolutions, were both redundant and outdated. He stressed the importance of enhancing efficiency by adopting separate, independent policies. Mr. Farned went on to elaborate on policies 01-27 and provided insight into the rationale behind Resolution 2023-06.

6. Consider Recommendation to Approve Resolution 2023-06, Rescinding Resolution 92-11; and Adopting a New Approval Procedure for Personnel Rules and Regulations

Motion by Trustee Menchaca, seconded by Trustee Calaycay and carried by the following vote to approve Resolution 2023-06, Rescinding Resolution 92-11; and Adopting a New Approval Procedure for Personnel Rules and Regulations.

AYES: Aviles, Tay, Gonzales, Barakat, Calaycay, Finlay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Menchaca, Capoccia, Joe, Johnson
NOES: None
ABSTAIN: None
ABSENT: Estrada, Cortez, Marcucci, Vienna, Sternquist, Wu

7. Consider Recommendation to Adopt Policies 01-27

Motion by Trustee Sandoval, seconded by Trustee Kashifalghita and carried by the following vote to Adopt Policies 01-27.

AYES: Aviles, Tay, Gonzales, Barakat, Calaycay, Finlay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Menchaca, Capoccia, Joe, Johnson
NOES: None
ABSTAIN: None
ABSENT: Estrada, Cortez, Marcucci, Vienna, Sternquist, Wu



8. Consider Recommendation to Adopt Policy No. 50 – Record Retention Schedule

Mr. Farned provided an update on the District’s Record Retention Schedule, highlighting that it has been revised to align with the latest record management practices and standards, ensuring compliance with Government Code Section 60203. Policy No. 50 was subject to review and validation by LCW.

Motion by Trustee Johnson, seconded by Trustee Finlay and carried by the following vote to Adopt Policy No. 50 – Record Retention Schedule.

AYES: Aviles, Tay, Gonzales, Barakat, Calaycay, Finlay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Menchaca, Capoccia, Joe, Johnson
NOES: None
ABSTAIN: None
ABSENT: Estrada, Cortez, Marcucci, Vienna, Sternquist, Wu

9. Consider Vote on Ballot for Special District LAFCO Alternate Member

Mr. Farned informed the Board of a vacancy for the Special District (LAFCO) Alternate Member, with the term set to expire in May 2026. The District has been tasked with selecting one candidate for this position, and the deadline for returning the ballot is October 27, 2023.

After further discussion, the Board nominated Steven Appleton to fill the vacant position.

Motion by Trustee Sandoval, seconded by Trustee Kashifalghita and carried by the following vote to nominate Steven Appleton as the Special District (LAFCO) Alternate Member.

AYES: Aviles, Tay, Gonzales, Barakat, Calaycay, Finlay, Velasco, Doornik, Garcia, Klinakis, Kashifalghita, Shevlin, Leon, Janbek, Sandoval, Armenta, Menchaca, Capoccia, Joe, Johnson
NOES: None
ABSTAIN: None
ABSENT: Estrada, Cortez, Marcucci, Vienna, Sternquist, Wu

10. Trustee Terms of Office Ending On December 31, 2023

Mr. Farned mentioned the District will be notifying respective cities of their representative’s upcoming term expirations so that reappointment or successors can be completed in a timely manner.

The Board received and filed this report.



11. District Administration

11.1 District Update

President Shevlin acknowledged Rose Alba, Director of Administrative Services, for her 22 years of dedicated service and hard work. The Board expressed their congratulations as she retired.

Mr. Farned announced Cecilia Contreras as the new Director of Administrative Services and welcomed back Director of Communications Anais Medina Diaz, expressing gratitude to the Communications team during her absence.

Mr. Farned shared at the next Board of Trustees meeting on November 17, 2023, President Shevlin will call for volunteers to serve on the Nomination Committee and a Nomination Committee will be held after the adjournment of the November Board meeting.

12. Committee Reports

None

13. Trustee Reports

Trustee Menchaca acknowledged Clerk of the Board Jerry Mireles on his presentation at the San Gabriel City Council meeting.

14. New Business

None

15. Adjournment

The meeting was adjourned at 7:54 a.m.