

MINUTES OF A MEETING OF THE
PUBLIC AWARENESS/PERSONNEL/POLICY COMMITTEE
OF THE VALLECITOS WATER DISTRICT
TUESDAY, JUNE 25, 2019 AT 2:00 P.M.
AT THE DISTRICT OFFICE, 201 VALLECITOS DE ORO,
SAN MARCOS, CALIFORNIA

Director Martin called the meeting to order at the hour of 2:05 p.m.

Present: Director Martin
 Director Hernandez
 General Manager Pruum
 Administrative Secretary Johnson

ITEMS FOR DISCUSSION

TRAVEL EXPENSE PAYMENTS

General Manager Pruum led a discussion on the Board's use of personal credit cards for business related travel expenses. Credit cards associated with airline miles or points awards are only issued to individuals. In consulting with BBK, there is no legal basis for prohibiting the practice and allowing individual cardholders to benefit from miles and points earned.

The Committee was agreeable with allowing the Board to use personal credit cards for business related travel expenses and made the following suggestions:

- Individual credit card account numbers would be kept on file at the District.
- Staff would continue to make travel arrangements for the Board to ensure the lowest cost for travel is obtained.
- If an individual's personal credit card is declined, that individual will no longer be able to use their card for District travel.
- The cardholder will be responsible to resolve disputes concerning unauthorized charges.

General Manager Pruum stated that a formal policy statement on this may not be necessary. He may just send an email to the Board about individual credit card use, and if the Board prefers, a policy could be written.

SINGLE USE PLASTIC WATER BOTTLE PROHIBITION

Director Hernandez stated his desire for the District to make a public statement to the community of the District's commitment to prohibit the use of all single-use plastic at its facilities and events.

General discussion took place regarding the possibility of replacing plastic bottled water with boxed water and paper cups, and other alternatives to plastics currently being used.

The Committee requested this item be brought to the Board for consideration. General Manager Pruim will provide a broad cost analysis of plastic bottled water versus boxed water and the amount spent annually on plastic bottled water.

OVERNIGHT HOTEL STAYS IN SAN DIEGO COUNTY FOR COMPENSATED EVENTS

General Manager Pruim stated that in the past, a previous Board member was criticized for staying overnight in a San Diego County hotel while attending an approved event. The District discontinued the practice at some point; however, it is not prohibited in the current policy. He asked for the Committee's recommendation on overnight hotel stays as to whether they should be permitted based on geographical or mileage limits.

During general discussion, the Committee considered mileage involved, length of multi-day events, estimated cost of conference hotels versus lower-cost hotels, a flat per-night rate of reimbursement toward the cost of a hotel stay or allowing a one-night stay for multiple day events. General Manager Pruim will seek legal advice on this matter and cautioned the Committee that this may subject the Board to criticism.

The Committee recommended this item be presented to the Board for consideration.

PAPP COMMITTEE'S ROLE REGARDING FINANCIAL-RELATED POLICY ITEMS

General Manager Pruim stated that often times there are policy discussions of items that relate to finance. He asked the Committee to consider which committee should be addressing items such as the reserve policy or Cost of Service Study. Involving both the Finance/Investment Committee and this committee would take too much time; however, an item primarily related to finance could start with the Finance/Investment Committee, then go to the Board, who in turn may direct it to the PAPP Committee.

OTHER BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at the hour of 2:35 p.m.