

**SAN GORGONIO PASS WATER AGENCY  
1210 Beaumont Avenue, Beaumont, CA 92223**

**General Manager Performance Evaluation  
Committee Meeting  
Agenda  
September 20, 2018 at 4:00 p.m.**

1. Call to Order
2. Adoption and Adjustment to the Agenda
3. Public Comment: Members of the public may address the Board at this time concerning items relating to any matter within the Agency's jurisdiction. To comment on specific agenda items, please complete a speaker's request form and hand it to the board secretary. Speakers are requested to keep their comments to no more than five minutes. Under the Brown Act, no action or discussion shall take place on any item not appearing on the agenda, except that the Board or staff may briefly respond to statements made or questions posed for the purpose of directing statements or questions to staff for follow up.
4. Approval of the General Manager Performance Evaluation Committee Meeting Minutes of May 22, 2018
5. CLOSED SESSION: Public Employee Performance Evaluation. Pursuant to Government Code Section 54957. Title: General Manager
6. Topics for Future Agendas
7. Adjournment

**\*Information included in Agenda Packet**

(1) Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Agency's office at 1210 Beaumont Avenue, Beaumont during normal business hours. (2) 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 Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, located at 1210 Beaumont Avenue, Beaumont, California 92223, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Web site, accessible at: [www.sgpwa.com](http://www.sgpwa.com) (3) Any person with a disability who requires accommodation in order to participate in this meeting should telephone the Agency (951 845-2577) at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**General Manager's Performance Evaluation Committee**  
**May 22, 2018 at 3:00 p.m.**

**Committee Members Present:**

David Castaldo, Chair  
Ron Duncan

**Committee Members Absent:**

Lenny Stephenson, Director

**Staff Present:**

Jeff Davis, General Manager

1. **Call to Order:** The scheduled meeting of the San Gorgonio Pass Water Agency General Manager's Performance Evaluation Committee was called to order by Committee Chair Castaldo in the Agency Conference Room, 1210 Beaumont Avenue, Beaumont, California, at 3:00 pm, May 22, 2018.
2. **Adoption and Adjustment to the Agenda:** There were no changes to the agenda.
3. **Public Comment:** There were no members of the public who wished to address the Committee.
4. **Approval of the General Manager' Performance Evaluation Committee Meeting Minutes of April 12, 2018:** Director Duncan moved, seconded by Director Castaldo, to approve the minutes of the April 12, 2018 Committee meeting. Motion passed 2-0 with Director Stephenson absent.
5. **Closed Session—Public Employee Performance Evaluation. Pursuant to Government Code Section 54957. Title: General Manager.** At 3:02, the committee went into closed session with General Manager Davis regarding his annual review. At 3:38 the Committee came out of closed session.
6. **Discussion of Potential Policy Change Regarding Use of Vacation Leave.** The Committee had asked staff to discuss potential revisions to the policy that caps vacation accrual at 360 hours. Four options were discussed---raising the limit; allowing flexibility in the cap, allowing employees to exceed 360 hours during a year but enforcing the cap at the end of the year; "buying out" vacation leave from employees; and making no changes. After discussion, the Committee asked the General Manager to consult with the General Counsel regarding the flexibility option, and directing him, if it is acceptable to the General Counsel, to bring this revision to the full Board for consideration.

7. **Topics for Future Agenda.** There were no topics for future agendas.
8. **Adjournment:** Chair Castaldo adjourned the meeting at 4:33 pm.

*Draft - Subject to Board Approval*  
Jeffrey W. Davis, Secretary to the Board