

Minutes  
Community Outreach Committee Meeting

August 6, 2020

1. Call to Order:

The August 6, 2020 meeting was called to order at 6:36 p.m. by Director Cortez. In attendance via Zoom teleconference were:

- Committee members: Director Cortez and Director Zefferman
- Staff: Keith Van Der Maaten and Paula Riso
- Public members: None

2. Public Comments on Any Item Not on the Agenda:

There was no public comment.

3. Approve the Draft Minutes of the July 14, 2020 Meeting:

Director Cortez made a motion to approve the minutes of July 14, 2020. Director Zefferman seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Zefferman), 0-Noes, and 0-Absent.

4. Discuss Possible Name Change for the District:

Director Zefferman said he requested this item because he felt it was a good time to do this now that the Annexation was complete, and the District would be moving into the new offices in the near future. Mr. Van Der Maaten shared a list of names staff had come up with. He added that he didn't know how difficult it was to change a name and what the process entailed. Director Zefferman asked that this be brought back when there was more information available.

5. Discuss the Board Procedures Manual:

Mr. Van Der Maaten shared his proposed revisions to the Board Procedures Manual (BPM). He explained how he separated the BPM into sections including: 1) a Code of Conduct Section that includes conduct expected of each Board member; 2) a Board Policy and Procedures Section that describes the roles and duties of the Board and legal counsel; and, 3) a Board Reference Section that references some important laws, rules, staff processes, and/or other information that is created and updated separate from the Board Manual that may be useful to Board members as they become oriented with the District's authority, mission, and operations. There was discussion on strengthening the language in the Social Media Policy and adding language to the Code of Conduct to dissuade Board members from making litigation comments, e.g. comments on closed session litigation items or comments encouraging litigation against the District. The Committee agreed to add to the procedures for agenda item requests that the Executive Committee would get a periodical update on requested items, their status, and decide when to add them to an agenda.

6. Identify Agenda Items for the Next Committee Meeting:

The Committee members asked for the Board Procedures Manual to return as well as a COVID message for the billing cycles and discussion on the District's 60<sup>th</sup> anniversary. The next meeting is scheduled for September 8th.

7. Committee Member Comments:

Director Zefferman commented that his family was growing with the anticipated arrival of a new baby at Christmas time. Everyone congratulated Director Zefferman on the exciting news.

8. Adjournment:

Meeting adjourned at 7:40 p.m.