

**POLICY COMMITTEE**  
REGULAR MEETING  
Thursday, July 29, 2021 - 2:30 PM  
**MINUTES**

A. ESTABLISH QUORUM

A quorum was established.

Committee members present – Donn Howell, Gordon Heinrichs, Ted Key, Claudia Harmon Worthen, Leslie Richards, and Stephen Boyett.

District staff present – General Manager John Weigold and Administrative Analyst Haley Dodson

B. CALL TO ORDER

Chairman Howell called the meeting to order at 2:30 p.m.

C. CHAIRMAN'S REPORT

Chairman Howell reported that the Board of Directors approved the encampment policy as written and reviewed by this committee.

Chairman Howell reported that the committee for inventorying district policies is nearly finished with its work.

D. AD HOC SUBCOMMITTEE REPORT

Member Key reported that the climate policy remains under discussion, and that he is working on an addendum to the climate policy to address purchasing by the district.

E. COMMITTEE MEMBER COMMUNICATIONS

Member Harmon Worthen gave a report on the dark sky initiative and continuing work on a policy in furtherance of dark skies.

**1. PUBLIC COMMENT**

No members of the public presented live or written comment.

**2. CONSENT AGENDA**

- A. Consideration to Approve the June 24, 2021 Regular Meeting Minutes

No corrections were presented/requested.

The Chairman moved for approval of the minutes.

Motion passed - Ayes – 5 Nays -- 0. The minutes were unanimously approved.

### **3. REGULAR BUSINESS**

#### **A. Discussion and Consideration of Policy 2425 California Public Records Act Response Procedures**

GM Weigold gave a report on the need for this policy for the District to apply for the California Special District Association transparency award.

Ms. Dodson discussed the application process for the foregoing award and described the policy.

The Chairman opened up the meeting to clarifying questions. Members of the committee asked a number of clarifying questions re: the markup of the policy (provided in redline).

The Chairman asked for public comment. No public comment was presented.

The Chairman opened up the meeting for debate.

Member Richards requested that an update of the fee schedule attached to the policy be discussed at a future meeting.

Chairman Howell moved that the policy be advanced to the Board with the following recommendations:

- Add the policy require staff to acknowledge receipt of the request; and
- That the fee schedule be updated to clarify the charges associated with records requests for cost clarity.

Member Richards seconded the motion.

Rollcall vote:

- Member Heinrichs – Aye
- Member Richards – Aye
- Member Key – Aye
- Member Boyett – Aye
- Member Harmon Worthen – Nay

The motion passed 4 – 1.

Ms. Dodson exited the meeting.

B. Discussion and Consideration of a Social Media Policy 2415

GM Weigold presented this policy.

Chairman Howell opened the floor to clarifying questions.

Member Richards recommended that this item be moved to a future meeting given its complexity and importance.

Member Harmon Worthen moved that we ask the Board to defer its consideration of policy 2415, and remove the item from the Board's August 12, 2021 meeting.

The motion passed unanimously.

The Chairman suggested adjourning this meeting to pick up discussion of Policy 2415 to the date on which this meeting is resumed.

The Chairman so moved.

Member Key seconded.

The motion passed unanimously.

THE MEETING ADJOURNED AT 4:08 PM FOR RESUMPTION ON TUESDAY, AUGUST 10, 2021 AT 12:00 PM PT

C. Discussion and Consideration of Policy 1040.2  
Answering Correspondence to the Board

This item was not discussed – adjourned to August 10, 2021.

**4. FUTURE AGENDA ITEMS**

Chairman Howell asked for any future agenda items.

**5. ADJOURN**

Chairman Howell adjourned the meeting at 4:08 p.m. for resumption on August 10, 2021 at 12:00 pm.