

Minutes of the Casitas Municipal Water District
Board of Directors Special Meeting Held
December 15, 2006

A meeting of the Board of Directors was held December 15, 2006 at Casitas' Office, Oak View, California. Directors Kaiser, Handley, Baggerly, Word and Hicks were present. Also present were Steve Wickstrum, Principal Civil Engineer and Rebekah Vieira, Clerk of the Board. There were no staff members and no members of the public in attendance. Director Kaiser led the group in the flag salute.

1. Public comments.

None

2. Board of Director comments.

President Kaiser thanked the Board for coming together on a Friday and expressed his desire that the Board discuss all matters before us with sincere deliberation.

Director Hicks mentioned that he climbed to the top of St. Francis Dam yesterday. It is fascinating. It was 38,000 acre feet which is ½ of the original Matilija Dam.

3. Discussion, direction and approval of the Job Description of the General Manager.

The Board reviewed job descriptions from 1988 and 1994 and an updated version completed by the General Manager. It was noted that the description has grown exponentially since 1988. Suggestions were made for some modifications to the description which will be provided to the Board for further review and modification.

4. Discussion, direction and approval of the Salary Range and benefits for the General Manager.

The Board requested additional salary information from United and Calleguas and asked for time in position for all comparables. In addition the board asked for information on any retirement health care and if the positions are contract or at will. It was also suggested to obtain the ACWA salary study for comparison.

5. Discussion, direction and approval of the willingness to enter a contract with the General Manager or to have the position at will without a contract.

The preference was to leave the position at will.

6. Discussion and direction of the selection of the Executive Search firm who the District might hire to do the search. Does the Board want to interview the Executive Search Firms or hire the lowest bidder?

The District is obtaining bids for this service.

7. Discussion and direction of the scope of the selection. Does the Board want the selection to be National, State, Regional or County? Does the Board want the Firm to screen applicants based upon education, experience and a first interview or some other method.

Scope of the recruitment will be statewide. It was determined that the Executive Search firm would conduct a first interview and then candidates would interview with the full board. There was discussion about this process taking a long time and perhaps the board should look into a short term contract. This will be discussed further at the next meeting which was scheduled for Friday, January 12th at 4:00 p.m.

President Kaiser adjourned the meeting at 11:26 a.m.
