

WEST BASIN MUNICIPAL WATER DISTRICT

FEBRUARY 6, 2008 - Communications

Kwan (Chair), Gray

FEBRUARY 25, 2008 - Board Meeting

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ACTION CALENDAR

PROTOCOL FOR BOARD ACTION
ON LEGISLATION AND POLICY ISSUES

SUMMARY:

Throughout the year, legislative proposals, appointments and grant funding requests (from sister water agencies and local entities) impacting the West Basin's interests are routinely acted upon at the local, state and federal levels.

In many cases, these initiatives are evaluated by staff, reviewed by the Communications Committee, and brought before the Board of Directors with adequate time for analysis and appropriate action. On occasion, however, critical initiatives are introduced, amended or advanced unexpectedly, requiring prompt action.

This memorandum recommends the protocol to: 1) maximize the Board's awareness of critical initiatives, and 2) provide the Board with adequate information and the opportunity to take an official position on routine or urgent initiatives.

Recommended Protocol:

- 1) Provide the Board with a regularly updated Legislative Grid (summary), via email or fax that provides an overview of pending legislation, appointments and funding requests that potentially impact the West Basin's programs or operations;
- 2) For routine matters, provide staff analysis and action recommendations to the Communications Committee and the Board through the established Committee process;
- 3) For urgent matters that preclude bringing the item through the Committee process, the General Manager may act (under General Manager's authority) to either: a) place the item on the next available Board agenda for immediate action, or b) if time is of the essence, review the item with the Board President and take immediate action upon the President's approval; and this action would be brought to the Board for ratification.
- 4) Upon the Board of Directors taking an official position, or through the "General Manager's authority" process set forth herein, staff will take action as directed by the Board of Directors or the General Manager when appropriate.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Communications Committee on February 6, 2008 and recommended for approval at the February 25, 2008 Board meeting.

RECOMMENDED MOTION:

That the Board approves the recommended protocol for Board action on legislation and policy issues.

LIST OF EXHIBITS:

Exhibit "A" – Policy Principles