

JOSHUA BASIN WATER DISTRICT
Minutes of the
FINANCE COMMITTEE MEETING
Wednesday, July 13, 2022
61750 Chollita Road, Joshua Tree, CA 92252

CALL TO ORDER/PLEDGE OF ALLEGIANCE –President Floen called the meeting to order at 9:00 a.m.

DETERMINATION OF A QUORUM – President Floen and Director Delph

STAFF PRESENT –Sarah Johnson, General Manager, Anne Roman, Director of Finance, and Autumn Rich, Accounting Supervisor, Jeremiah Nazario, Distribution Supervisor, Brandon Warner, CIRP Supervisor, Steve Corbin, Production Supervisor

GUESTS - 1

APPROVAL OF AGENDA – MSC¹ (Delph/Floen) motion carried to approve the July 13, 2022, Finance Committee Agenda.

PUBLIC COMMENT – None

ITEMS FOR APPROVAL –

MSC¹ (Delph/Floen) motion carried to approve the Draft Minutes of June 8, 2022.

APPOINT A NEW JPIA REPRESENTATIVE – GM Sarah Johnson reported that the Board of Directors will need to replace the previous Director Unger as JBWD representative to JPIA.

MSC¹ (Delph/Floen) motion carried to refer to the Board of Directors to review and approve.

EMERGENCY MANAGEMENT SERVICES – GM Sarah Johnson stated that in order to help the District prepare and facilitate operations during emergencies, that may affect the District, staff recommends engaging in a contract with Sturdivan Emergency Management Consulting, LLC (SEMC) who would be on retainer to assist with JBWD in the event of an emergency that requires the District to open an Emergency Operations Center (EOC).

In addition to the EOC assistance, SEMC will help to recover FEMA reimbursements (if applicable), provide mandated staff training, provide Board of Directors training, and grant management & writing services related to emergency management.

MSC¹ (Delph/Floen) motion carried to refer the Emergency Management Services to the Board of Directors for approval.

MAY 2022 CHECK REGISTER – Director Anne Roman – The committee reviewed the May 2022 check register and a brief Q&A followed.

MSC¹ (Delph/Floen) motion carried to refer the May 2022 check register to the Board of Directors for approval.

3rd QUARTER ENDING 3/31/2022 – Director Anne Roman reminded the Committee that both revenues and expenses are generally not incurred evenly throughout the year. Some costs may be incurred early on, others near year-end. Each department head manages their own budget and can better provide details of budget vs. costs.

MSC¹ (Delph/Floen) motion carried to refer the 3rd Quarter Ending 3/31/2022 to the Board of Directors for approval.

STAFF REPORTS – None

NEXT MEETING – August 10, 2022

ADJOURNMENT - MSC¹ (Delph/Floen) motion carried to adjourn the Finance Committee meeting at 10:26 a.m.

Respectfully Submitted,



Anne Roman, Director of Finance