

Governance Policies of the Board

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| Title: Cost of Governance | | |
| Category: Governance Process | | |
| Policy No. GP-10 | Adopted: September 28, 1999 Chair: Larry Wilson | Latest Revision: March 8, 2011 Chair: Donald Gage |
| Board Officer's affirmation of official Board action adopting this policy. | | |

The Board will invest in its governance capacity.

Accordingly:

- 10.1. Board skills, methods, and supports will be sufficient to assure governing with excellence.
 - 10.1.1. Training and education will be used by Board members to maintain and increase governance skills and understanding.
 - 10.1.2. Outside monitoring assistance will be arranged so that the Board can exercise confident control over organizational performance. This includes, but is not limited to, fiscal audit.
 - 10.1.3. Outreach mechanisms will be used as needed to ensure the Board's ability to listen to owner viewpoints and values.
- 10.2. Adequate funds will be proposed by the Clerk of the Board (COB) and budgeted annually by the CEO for support of the Board.
- 10.3. It is the policy of the Board that each Board member attend such meetings, events, conferences, and training as each Board member determines will best enable them to serve the District, including such compensation per day and reimbursement for actual and necessary expenses as may be allowed by law and as authorized by this policy.
 - 10.3.1. Board members are eligible for per diem compensation (subject to statutory 10 days per month limitation) for the following meetings, events and activities, all of which are hereby deemed by the Board to constitute the performance of official duties:
 - 10.3.1.1. Regular and Special Meetings of the Board of Directors.
 - 10.3.1.2. Regular and Special Meetings of any standing or ad hoc committee of the Board of Directors, whether the attending member is a member of the committee or is attending as an observer.

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- 10.3.1.3. Regular and Special Meetings of any advisory committee or commission of the District, whether the attending member is a designated liaison to the committee or is attending as an observer.
- 10.3.1.4. Regular and Special Meetings of any public entity legislative or advisory body of which the District is a member, or at which an agenda item related to the District's business is discussed.
- 10.3.1.5. Meetings with local, state, and federal legislators and/or officials to discuss matters of District concern.
- 10.3.1.6. Meetings of associations of governmental agencies, water policy organizations, and any other body of which the District is a member or which concerns water supply, flood protection, and/or natural resources.
- 10.3.1.7. Conferences and educational workshops that are open to the public and/or to public agencies such as the District or concern water supply, flood protection, and/or natural resources.
- 10.3.1.8. Community events sponsored by or featuring the District, or which concern water supply, flood protection, and/or natural resources, or which concern the relationship of the District to the communities it serves.
- 10.3.1.9. Community meetings at which District projects or programs are presented, featured, or discussed.
- 10.3.1.10. Meetings with District staff and/or District constituents concerning District business.
- 10.3.1.11. Media appearances to discuss District issues (including but not limited to interviews and editorial board meetings).
- 10.3.1.12. Internal District activities such as employee group meetings.
- 10.3.1.13. Activities constituting direct Board inspection of District operations in accordance with Board-BAO Linkage Policy BL-5.
- 10.3.1.14. Participation in and completion of an approved online ethics course to meet the requirements of Government Code Sections 53234 -53235.5, which shall constitute a single meeting.

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- 10.3.1.15. Any other meeting, event, or activity approved in advance by the Board.
- 10.3.1.16. It is the policy of the Board that no member shall be compensated for attendance at a community/social event as a guest of the District, where the District has purchased a seat or table at said event.
- 10.3.2. Board members are eligible for reimbursement for actual and necessary expenses incurred by the Board member for the following:
 - 10.3.2.1. Travel/transportation, meals, registration fees, lodging, and incidental expenses reasonably incurred by the Board member in connection with the following meetings, events, and activities, all of which are deemed by the Board to constitute the performance of official Board duties: All meetings, events, and activities in the categories described in 10.3.1. "Incidental expenses" are the following: public transportation to/from airport; parking expenses; fuel for rental cars; tipping in accordance with policies applicable to District employees; expenses related to conducting District business while traveling (such as charges for phone, internet, or facsimile communication).
 - 10.3.2.2. Office equipment, communication devices, supplies, publication subscriptions, membership dues, and educational materials utilized by the member for performance of Board duties.
- 10.3.3. Reimbursement rates for travel, lodging, and meal expenses incurred by a Board member and authorized under 10.3.2 will be in accordance with the following unless otherwise specifically approved by the Board in advance of occurrence of the expense:
 - 10.3.3.1. Travel reimbursement will not exceed the government or group rate for airline, ground transportation, and rental cars where such rate is available. Air transportation will be economy/coach class. Reimbursement for rental cars will be at the midsize level, unless a group of District officials/personnel are traveling together and choose to use a larger vehicle to accommodate the group. Shuttles, taxis, and car services are reimbursable in lieu of car rental. Board members wishing to upgrade flight or rental car class for personal convenience, or to combine personal with business travel thereby resulting in an increased fare, must pay the increased cost over the rates set forth in this policy. Mileage reimbursement for use of the Board member's own vehicle will be at the rate established for District employees.
 - 10.3.3.2. Lodging reimbursement will not exceed the government or group rate for lodging where such rate is available. Reimbursement for lodging at conferences and

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organized educational activities will not exceed the maximum group lodging rate published by the activity sponsor if that rate is available at time of booking. Board members wishing to upgrade rooms and/or hotels or to incur additional guest charges will not be reimbursed for the cost difference.

- 10.3.3.3. Meal reimbursements will be provided up to \$60 per day (\$14 for breakfast, \$16 for lunch and \$30 for dinner) for Board members who provide receipts. In addition to the \$60 per day, Board members will be entitled to an additional \$15 per day, with receipts, when traveling to the cities identified by the US General Services Agency as “high cost of living areas” listed below. Board members who do not have receipts may be reimbursed up to \$39 (\$9 for breakfast, \$10 for lunch and \$20 for dinner) per day for meal expenses.

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| Los Angeles, CA | Boston, MA | New York City, NY |
| San Francisco, CA | Baltimore, MD | Cincinnati, OH |
| Denver, CO | Detroit, MI | Pittsburgh, PA |
| Washington, DC | St. Paul/Minneapolis, MN | Philadelphia, PA |
| Miami, FL | St. Louis, MO | Dallas, TX |
| Chicago, IL | Atlantic City, NJ | Arlington, VA |
| New Orleans, LA | Santa Fe, NM | Seattle, WA |

- 10.3.4. Board members will utilize expense reimbursement forms provided by staff in requesting per diem and expense reimbursement in accordance with this policy. The Board member will include receipts and any other information necessary to demonstrate that reimbursement is consistent with this policy and with Ch. 700, Stats. 2005. Expense reports must be submitted within a reasonable time after the expense is incurred.

- 10.3.5. Board members will briefly report on meetings attended at District expense at the next regular Board meeting following the event at which the member is in attendance. On a quarterly basis, a report of the travel reimbursements to each Board member shall be placed on an open session Board meeting agenda for review and a determination by the Board whether the travel reimbursements comply with the Board’s reimbursement policies adopted pursuant to Section 53232.3 of the Government Code. Only travel expenses in compliance with those policies may be reimbursed by the District.

- 10.4. Adequate liability insurance will be provided by the CEO at all times for Board members.

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| Title: Equal Employment Opportunity, Discrimination/Harassment Prevention, and Diversity | | |
| Category: Governance Process | | |
| Policy No. GP-11 | Adopted: August 3, 1999 Chair: Larry Wilson | Latest Revision: January 18, 2005 Chair: Richard P. Santos |
| Board Officer's affirmation of official Board action adopting this policy. | | |

The Board of Directors is committed to providing equal employment opportunity to all persons and to building a diverse work force that values diversity.

The Board firmly believes that such a work force provides advantages both internally, in terms of the human resources potential offered by a variety of diverse perspectives, and externally, in increasing the District's ability to respond to the community we serve.

The Board understands that diversity is more than inclusion of racial or cultural groups, that valuing diversity involves respect for all persons, and that valuing diversity requires a positive change in the way we interact with each other and a change in our organizational culture.

Accordingly:

- 11.1. The Board and its members will not discriminate against any applicant, employee, customer, or other person on the basis of race, religion, color, national origin, ancestry, mental or physical disability, medical condition, marital status, gender, age, pregnancy, veteran status, sexual orientation, or gender identity.
- 11.2. The Board commits itself and its members to support all actions necessary to make equal employment opportunity at the District a reality for all.
- 11.3. The Board will require that the organization's work environment be one in which all people are welcomed and included, and in which all individuals are unique and important and are treated with fairness and dignity.
- 11.4. The Board will respect all people and seek to accommodate and learn from the different perspectives and values they contribute.