

Item 8 - Personnel Committee Meeting Summary & Recommendations

September 7, 2022

Committee Members:

Stephen Cast – Chair
Gary Mechler
Linda Pecina

The Personnel Committee met September 7, 2022 to deliberate on the following items and develop recommendations for Board consideration at the Regular Board Meeting on September 8, 2022.

1. Review proof of professional liability insurance on current contractors being considered for FY2023 services (Legal)
2. Review FY2022 Performance of District contractors
3. Review FY2023 Contractual Proposals from District contractors and formulate recommendations for presentation to the full board
4. Review Statements of Qualification received in response to the Request for Qualifications issued by the District relating to FY2023 contracted hydrogeological services and formulate a recommendation for presentation to the full board

Current proof of professional liability insurance is required by Board action to encompass both Legal and Engineering/Hydrogeological services. The document establishing proof of insurance for legal services was provided to the committee members. It was deemed to be in order.

The General Manager provided the committee an assessment of performance by each of the five (5) contracted entities. These include:

GW Consultants (John Seifert) – Hydrogeological Services
Monique Norman – Legal Services
Half Associates – Database Hosting/ArcGIS
Milberger, Nesbitt, & Ask – Audit Services
Jeff Skelton – IT Services

It was noted that John Seifert will be scaling back on contracted work beginning in January 2023 and will no longer seek to be the lead hydrologist but rather serve as supplementary consultant for FY2023. This put the District in the position to issue a Request for Qualifications for hydrogeological services in July 2022. The to be determined entity will be responsible for providing proof of professional liability insurance to the District.

It was the opinion of the General Manager that each of the contractors had performed in an outstanding manner over the past 12-month period and should be retained for

FY 2023, including John Seifert. The General Manager went on to recommend that no Requests for Proposals (RFPs) be posted for any of the remaining five (5) contracted services area of expertise.

Following the review of all contracts and suggested budgetary needs listed in each of the contracts, the committee agreed with the General Manager recommendations and voted unanimously for the following FY2023 budget recommendation to be presented to the Board during the September 8, 2022 Regular Board Meeting.

Engineering/Hydrologist	\$17,000.00	John Seifert – secondary consultant
Legal Services***	\$70,000.00	Monique Norman/Lloyd Gosselink
Database Hosting/ArcGIS	\$ 6,600.00	Half Associates
Auditing Services	\$ 4,800.00	Milberger, Nesbitt, & Ask
IT Services	\$ 6,600.00	Jeff Skelton

It is the recommendation of the Personnel Committee and the General Manager to execute contracts with the above listed contractors for FY2023 at the stated budgeted amounts.