

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
November 19, 2024**

The second regular meeting of November 2024 was held at the District Board Meeting Room, with the option to attend via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on November 19, 2024. Commissioner Kimsey called the meeting to order at 8:00 AM. Those in attendance were Commissioners Denny Kiggins, Norm Harker, and Neil Kimsey.

District Staff: John Peterson, David Logan (virtual), Heath Henderson, and Kim Thur.

Visitors Present for Regular Meeting: Interested Citizens: Leah Lothspeich.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Each Board member reported on their recent activities.

Commissioner Kimsey announced that today is World Toilet Day. The purpose of the day is to raise awareness about the need for all human beings to have access to sanitation.

General Manager: General Manager Activities Report (2024 General Manager/organization Goals: Update on Select Goals) – John Peterson reported on the following goals:

1) Goal 13, Strategic Plan/Annual Business Plan Update – Mr. Peterson reported he current Strategic Plan was adopted in 2009. Annually, the Board has adopted the updated strategic objectives for the next 5-year period; however, the document itself has not been updated in over 15 years. District staff reviewed the newly updated Effective Utility Management primer (adopted in 2024) and developed the draft 2025 Strategic Plan and 2026-2030 Strategic Roadmap. Mr. Peterson then reviewed the draft plan with the Board, noting that the Board will be asked to adopt the new plan in December.

2) Goal 12, Conduct Satisfaction Survey for Non-Residential Customers – Earlier this year, staff conducted a satisfaction survey for non-residential customers, including their satisfaction with the District's billing methodology. Mr. Peterson reviewed the survey results with the Board.

3) Goal 24d, Adopt Annual Handbook Update – One of the policies in the Employee Handbook is the District's Certification and Licensure Incentive Program. The program has been in effect for almost two years. Staff recently conducted a review of the policy. Mr. Peterson reviewed the memo with the Board. Following discussion, the Board requested that staff continue with the program, but develop tighter rules with a clear line-of-sight to a critical District business need, ensure position descriptions are updated to reflect the needs of the positions, and exempt managers that may be

making decisions under the program.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

HEARINGS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 9:00 AM.

Secretary

Approved 1/12/24