

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Special Board Meeting
 Thursday, February 21, 2019

A special meeting of the Board of Directors of the Leucadia Wastewater District was held Thursday, February 21, 2019 at 8:30 a.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

President Kulchin called the meeting to order at 8:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Kulchin, Omsted, Hanson, Sullivan
 DIRECTORS ABSENT: Juliussen
 OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Dexter Wilson, and Michele Tamayo with Tamayo Group, Inc.

3. Approval of Agenda

Upon a motion duly made by Director Sullivan, seconded by Director Hanson, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

4. Public Comment

No public comment was received.

5. Strategic Planning Workshop

President Kulchin thanked everyone for attending the strategic planning session.

GM Bushee then introduced Michele Tamayo with Tamayo Group, Inc. to facilitate the meeting.

A. Welcome/Purpose

Ms. Tamayo provided an outline of the discussion topics and noted that the main focus of today's discussion will be to acknowledge and celebrate the District's success and work on getting better together.

She then reviewed the agenda and meeting guidelines and reviewed the Mission & Vision statements of the District.

Ms. Tamayo also provided a summary of the results of the Board interviews.

B. Four Strategies - Update & Highlights

GM Bushee presented the item stating that LWD's major functions are broken down into three major departments. He noted that these departments are Administration, Field Services, and Capital Improvement Projects.

Staff then provided an update of their recent accomplishments over the past two years in the following four strategic areas:

- Financial;
- People;
- Services; and
- Infrastructure/Technology

Director Sullivan asked staff if the Board could be invited to the Benefits Briefing that is conducted annually by Pickering Insurance Services. ASsup Hill stated that the Board will be invited to the next Benefits Briefing.

Director Hanson asked if smoke testing is done annually. FSS Stecker stated that in the past it was not done annually but it will be done more frequently now in areas with high inflow, such as old Leucadia.

Midway through the planning session, Ms. Tamayo called for a break.

GM Bushee summarized staff accomplishments over the past two years and congratulated staff and the Board for their work.

GM Bushee also reviewed the different aspects of training provided to staff and the new training report which is part of the operations report found in the monthly Board agenda packet.

Director Sullivan thanked staff for taking their personal time to be involved in other public organizations.

C. Working Together for Continued Success – Board & Staff Roles

Ms. Tamayo provided an overview of the four different communication styles. Staff and Board participated in an exercise on understanding and appreciating different communication styles.

Staff and Board shared their most memorable career moments.

D. Honorable Close

Following the discussion on memorable career moments, Ms. Tamayo asked for Board reflection and comments.

At the conclusion of the meeting, Ms. Tamayo provided a brief recap of the ideas and topics discussed during the strategic planning workshop.

The Board and staff thanked Ms. Tamayo for a great Strategic Planning Workshop.

President Kulchin adjourned the meeting at 1:11 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



David Kulchin, President