

NOTICE OF SPECIAL MEETING OF BOARD OF DIRECTORS

DATE: Thursday, February 2, 2023
TIME: 6:00 p.m.
PARTICIPATION: **In Person:**
Zone 7 Administration Building
100 North Canyons Parkway, Livermore, California
Zoom Webinar:
<https://us02web.zoom.us/j/84383789913>

Due to the current state of emergency and imminent health risks to in-person attendees because of COVID-19 and in accordance with the provisions of California Government Code Section 54953(e), Directors may attend this meeting via teleconference.

To join the meeting, click the link above or enter Meeting ID 843 8378 9913 into the Zoom app on your smartphone or computer. Alternatively, you may join by phone by calling (669) 900-6833 and entering the Meeting ID.

Consistent with local requirements, all persons attending this meeting must wear a mask, without regard to their vaccination status. If you have a fever or other symptoms of COVID-19, please do not enter the building, and instead submit any comments that you may have by telephone, email (publiccomment@zone7water.com), or written letter by 12:00 p.m. on February 2nd. Any member of the public desiring to address the Board on an item under discussion may do so upon receiving recognition from the President.

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available at the Zone 7 Administrative Building lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the Zone 7 Executive Assistant, Donna Fabian, at (925) 454-5000 or fax (925) 454-5723. Notification 48 hours prior to the meeting will enable Zone 7 to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II}.

AGENDA

1. Call Zone 7 Water Agency Meeting to Order
2. Pledge of Allegiance
3. Roll Call of Directors

4. Public Comment on Non-Agenda Items
The Public Comment section provides an opportunity to address the Board of Directors on items that are not listed on the agenda, or informational items pertinent to the agency's business. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the agency or are within the jurisdiction of the agency. The Board will not be able to act on matters brought to its attention under this item until a future board meeting.
5. Vacancy on Board of Directors – Interview Finalists

Recommended Action: Select a final candidate and appoint that person to the Zone 7 Water Agency Board of Directors
6. Reports – Directors
 - a. Verbal Comments by President
 - b. Verbal Reports
7. Items for Future Agenda – Directors
8. Adjournment
9. Upcoming Board Schedule: (All meeting locations are in the Boardroom at 100 North Canyons Parkway, Livermore, unless otherwise noted.)
 - a. Finance Committee Meeting: February 21, 2023, 4:00 p.m.
 - b. Special Board Meeting (if needed): February 22, 2023
 - c. Special Board Meeting (if needed): March 1, 2023
 - d. Regular Board Meeting: March 15, 2023, 7:00 p.m.

ORIGINATING SECTION: Office of the General Manager
CONTACT: Valerie Pryor

AGENDA DATE:

SUBJECT: Vacancy on Board of Directors – Interview Finalists

SUMMARY:

On November 30, 2022, Director Olivia Sanwong submitted her letter of resignation as a Director of Zone 7 effective December 31, 2022. Director Sanwong's resignation created a vacancy on the Board of Directors for the term ending on June 30, 2026.

Government Code §1780 provides procedures for filling vacancies on the Board of Directors. That section provides the Board of Directors with the opportunity to fill a vacancy within sixty days of its occurrence. If the Board of Directors does not act to fill a vacancy during that time, the Board of Supervisors of the County of Alameda has the authority to fill the vacancy during the subsequent 30 days. In either case, the individual appointed to fill the vacancy will only serve until the next general district election, which will be in June 2024. The individual elected at the June 2024 election would then serve for two years, until the completion of Director Sanwong's original term in 2026 and could stand for re-election in the June 2026 election.

The Board has broad discretion to select and appoint any qualified candidate. Applications were due January 25, 2023, and 21 applications were received. At the special Board meeting on February 1, 2023, the Board will select finalists to interview. Interviews will occur on February 2, 2023. The Board may appoint a Director at the February 2 meeting. If more time is required, the Board has tentatively scheduled a special Board meeting for February 22 (schedule attached).

Interview questions are attached.

RECOMMENDED ACTION:

Select a final candidate and appoint that person to the Zone 7 Water Agency Board of Directors.

ATTACHMENTS:

Schedule
List of Questions

**SCHEDULE TO SELECT APPOINTED DIRECTOR FOR
ZONE 7 WATER AGENCY**

Date	Step
December 22	Basic notice of vacancy posted
January 3	Notice of vacancy posted and advertised
January 25	Applications due
February 1 – Special Board Meeting	Review applicants and select finalists for interview
February 2 – Special Board Meeting	Interview finalists; Optional – make appointment (swear in appointed Director at February 15 regular Board Meeting)
February 22 – Special Board Meeting (if needed)	Discuss interview results and make appointment if not done at February 2 Special Board Meeting (swear in appointed Director at March 15 regular Board Meeting)

DIRECTOR WORK SHEET

List of Questions for Candidate Interviews

Candidate Name:

1. What knowledge and/or ability do you have that qualifies you as a Director on the Agency's Board?

2. What prompted you to apply for this position?

3. From your perspective, what is the role of the Zone 7 Water Agency in the Tri-Valley Area?

4. What do you feel are the most important issues facing the Zone 7 Water Agency at this time?
