A meeting of the Administration, Budget & Personnel Committee of the Yuba Water Agency was held on the above date, commencing at 10:31 A.M. This meeting was conducted by Zoom Video Conference and Audio Teleconference Only.

The Yuba County Water Agency supports the orders and directives from the California Department of Public Health and the California Governor’s Office in the effort to minimize the spread of the Coronavirus (COVID-19).

Governor’s Executive Order N-29-20 enables meetings of legislative bodies to be conducted by way of a teleconference.

ROLL CALL

<table>
<thead>
<tr>
<th>Directors</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Mike Leahy (Chair)</td>
<td>☒</td>
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<td>Brent Hastey</td>
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<td>Charlie Matthews</td>
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Staff in Attendance

| Willie Whittlesey, General Manager | Nicole Hayden, Business Systems Analyst |
| Terri Daly, Administrative Manager | Justin Hoffman, Engineering Manager |
| Kurtis Crawford, Finance Manager  | David Yang, Staff Accountant |
| Christina McClung, Human Resources Manager | Jack Winship, Accounting Supervisor |
| Creighton Avila, Project Manger   | |

PUBLIC COMMENT

None.
DISCUSSION ITEMS

1. Approve the minutes for the August 4, 2020 Administration, Budget, and Personnel committee meeting.

A motion was made by Director Mathews, seconded by Director Hastey to approve the Minutes for the August 4, 2020 committee meeting.

Vote:
YES: Hastey, Mathews, Leahy

2. Consider recommending approval of an Engineering Technician job description and salary range.

Christina McClung provided an overview of the position description and justification. Justin Hoffman was available for questions.

A motion was made by Director Mathews, seconded by Director Hastey to recommend approval of this matter for Board consideration on the Consent Agenda.

Vote:
YES: Hastey, Mathews, Leahy

3. Consider recommending approval of a revised job description and salary range for the Energy Sales and Contracts Manager (previously the Power Contracts Administrator position).

Terri Daly provided background on the purpose of the revisions to the job description and salary range.

Directors Mathews inquired if the increase of the salary would also increase the agency’s contribution to CalPERS. Terri Daly replied that in terms of CalPERS, the incumbent is classified as a Public Employees’ Pension Reform Act (PEPRA) member and therefore there is no increased contribution to PERS as a result of the changes as proposed.

A motion was made by Director Hastey, seconded by Director Mathews to recommend approval of this matter for Board consideration on the Consent Agenda.

Vote:
YES: Hastey, Mathews, Leahy

(continued next page)

Kurtis Crawford provided the committee with an overview of the financial statements for July 2020.

*No formal action taken.*

5. Consider recommending approval of Power Systems and General Fund budget adjustments resulting in an overall reduction of approximately $619,000.

Kurtis Crawford provided the committee with an overview of the budget adjustment recommendations.

*A motion was made by Director Hastey, seconded by Director Mathews to recommend approval of this matter for Board consideration on the Consent Agenda.*

*Adjourned at approximately 11:15 A.M.*