



THREE VALLEYS MUNICIPAL WATER DISTRICT SPECIAL BOARD MEETING WORKSHOP MINUTES

California State Polytechnic University, Pomona
Kellogg West Conference Center – Valley Vista
3801 W. Temple Ave.
Pomona, CA 91768

January 26, 2026 – 8:30 a.m.

1. CALL TO ORDER

The Special Board Meeting Workshop was called to order by President Ti at 8:34 a.m. at Kellogg West Conference Center, Valley Vista.

2. ROLL CALL

Roll call was taken with a quorum of the Board present.

DIRECTORS PRESENT

Mike Ti, President
Carlos Goytia, Vice President (*arrived at 9:32 a.m.*)
Jeff Hanlon, Secretary/Treasurer
David De Jesus, Director
Jorge Marquez, Director
Jody Roberto, Director

STAFF PRESENT

Matthew Litchfield, General Manager
Nadia Aguirre, Executive Board Secretary
Erika Gomez, Chief Finance Officer
Kirk Howie, Chief Administrative Officer
Steve Lang, Chief Operations Officer
Sylvie Lee, Chief Water Resources Officer
Robert Peng, IT Manager
Viviana Robles, Human Resources/Risk Manager

DIRECTORS ABSENT

Bob Kuhn, Director

Other attendees present: Sherry Shaw, Walnut Valley Water District

3. PUBLIC COMMENT

President Ti opened public comment and there was none.

4. BOARD OF DIRECTORS WORKSHOP

Retiree Medical Program

Chief Finance Officer Gomez presented an overview of proposed enhancements to the District's retiree medical benefits, building on the retiree medical policy approved by the Board of Directors on December 17, 2025, and effective January 1, 2026, for future retirees.

The presentation summarized Board feedback received in December; and outlined enhancement scenarios evaluated for affordability and actuarial impact. All proposed scenarios include a \$1,000 initial monthly benefit, the option to secure medical, dental and vision coverage through the District, a Tier 1 vesting schedule of 10 to 15 years, and a 2.5% annual escalator with no termination date. Staff recommended Scenario 1 as the lowest-cost enhanced option, emphasizing cost control measures, and spousal use of unused benefits.

The Board directed staff to return this item to the February 4, 2026 Board of Directors meeting for consideration and approval of Scenario 1, which would repeal and replace the December 17, 2025 retiree medical policy, effective January 1, 2026, for future retirees. Furthermore, the Board directed staff to review retiree medical benefits every three years in conjunction with the salary survey.

Organizational Changes

Human Resources/Risk Manager Robles presented proposed organizational restructuring and succession planning changes to support the upcoming retirement of the Chief Administrative Officer (CAO), and address the District's long-term operational, technological, and leadership needs. The CAO position currently encompasses Administrative Leadership & Oversight; Legislative & External Affairs; and Communication, Education, & Conservation Programs. Upon the CAO's retirement, duties will be redistributed through the creation of a Government Affairs Manager and a Water Resources Specialist, with the existing Administrative & Communications Assistant transitioning into the Water Resources Specialist position. The proposed restructuring related to the CAO transition results in an estimated annual savings of \$72,000.

A SCADA Electrical Technician will be added to address emerging cybersecurity and infrastructure requirements identified through the Cybersecurity and Infrastructure Security Agency assessment. The anticipated start date for this position is January 2027 and a fiscal impact of \$170,000.

Additional changes:

- Reclassification of the Administrative & Communications Assistant to Administrative Assistant;
- Reporting Structure
 - Information Technology report to the Chief Finance Officer
 - Administrative Assistant report to the Human Resources/Risk Manager
 - Finance Analyst report to the Finance Manager
- Title Changes
 - Operations Supervisor to Operations Manager
 - Compliance Specialist to Sr. Water Quality Compliance Analyst

The Board expressed support for the proposed organizational changes and directed staff to return this item to the February 4, 2026 Board of Directors meeting for consideration and approval.

President Ti thanked staff and the Board for the presentation and discussion and recommended future workshops for compensation studies and benefit-related discussions.

5. ADJOURNMENT

President Ti adjourned the Special Board of Directors Meeting Workshop at 11:30 a.m. to the next regular board meeting scheduled for Wednesday, February 4, 2025.



Mike Ti
President, Board of Directors



Recorded by: Nadia Aguirre
Executive Board Secretary