

Bighorn-Desert View Water Agency



Board of Directors

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A Public Agency

THE BOARD OF DIRECTORS FINANCE/PUBLIC RELATIONS/EDUCATION AND PERSONNEL COMMITTEE MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Wednesday, March 9, 2011 - 4:00 p.m.

The BDVWA Finance/Public Relations/Education & Personnel Committee meeting is noticed as a joint meeting with the Board of Directors for the purpose of strict compliance with the Brown Act. Members of the Board not assigned to the Finance/Public Relations/Education & Personnel Committee may participate as observers at the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF THE AGENDA**
- 5. PUBLIC PARTICIPATION**

Any person may address the Board on any matter within the Agency's jurisdiction on items not appearing on this agenda.

When giving your public comment, please first state your name and have your information prepared. Due to time constraints, a three-minute time limit may be imposed.

Per Government Code Section 54954.2, any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in the meeting, should contact the Board's Secretary at 760-364-2315 during Agency business hours. You may wish to submit your comments in writing to assure that you are able to express yourself adequately.

DISCUSSION AND ACTION ITEMS - The Committee and Staff will discuss the following items and consider taking action, if so inclined.

The Public is invited to comment on any item on the agenda during discussion of that item.

6. APPOINTMENT OF COMMITTEE CHAIR

7. UPDATE ON CREDIT CARD FEES AND EXPENSES

8. UPDATE ON AGENCY BAD DEBT 'WRITE-OFFS' AND EXPENSE OF BAD DEBT

9. AUDITORS RECOMMENDATIONS FOR CONSIDERATION

10. AUDIT RECOMMENDATION ON ETHICAL CULTURE: POLICY/PROCEDURE FOR FRAUD IN THE WORKPLACE TO BE INCORPORATED INTO THE EMPLOYEE HANDBOOK

11. VERBAL REPORTS

COMMITTEE MEMBERS' COMMENTS/REPORTS

GENERAL MANAGER'S REPORT

12. ITEMS FOR NEXT AGENDA

ADJOURNMENT

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Bighorn-Desert View Water Agency, 622 S. Jemez Trail, Yucca Valley, CA not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Agency Secretary. Backup material for the Agenda is available at the Agency offices for public review and can be viewed online at the Agency's website: www.bdvwa.org.

As a general rule, agenda reports or other written documentation has been prepared or organized with respect to each item of business listed on the agenda, and can be reviewed at www.bdvwa.org. Copies of these materials and other discloseable public records distributed to all or a majority of the members of the Board of Directors in connection with an open session agenda item are also on file with and available for inspection at the Office of the Agency Secretary, 622 S. Jemez Trail, Yucca Valley, California, during regular business hours, 8:00 A.M. to 4:30 P.M., Monday through Friday. If such writings are distributed to members of the Board of Directors on the day of a Board meeting, the writings will be available at the entrance to the Board of Directors meeting room at the Bighorn-Desert View Water Agency.