



FINANCE COMMITTEE MEETING

Chino Basin Water Conservation District
4594 San Bernardino Street
Montclair, CA 91763

Monday, February 22, 2021

MINUTES

CALL TO ORDER – Committee Chair Grupposo called the meeting to order at 2:33 p.m.

ROLL CALL

Committee Members Present: Committee Chair Marc Grupposo
 Director Gil Aldaco
 Director Hanif Gulmahamad

Committee Members Absent: None

Staff Present: Executive Director Elizabeth Skrzat
 Administrative Services Manager Toyasha Sebbag

ADDITIONS OR CHANGES TO THE AGENDA – None.

PRESENTATIONS – None.

PUBLIC COMMUNICATIONS – None.

DISCUSSION ITEMS

1. **Fiscal Year 2020/2021 Mid-year Adjustments.**

Executive Director Skrzat presented that due to covid-19 restrictions of the inability to have people on campus, there is a significant reduction to line-item expenditures. Executive Director Skrzat further detailed each line of the budget adjustment recommendations both increases and decreases listed in **ATTACHMENT 2** of the Staff Report. Director Aldaco suggested, and Director Grupposo agreed that staff retain the funding of \$6,000 in Account 56310, Earth Day and come up with a socially distanced event to commemorate Earth Day. Executive Director Skrzat confirmed that staff will come up with an event for discussion/approval at the next Board Meeting.

Director Aldaco requested that additional wording be added to the “justification” column of **ATTACHMENT 2** for line-items identified as “reduction due to COVID-19”.

Motion carried on 3-0-0-0 vote to recommend that the Board approve recommended budget adjustments, including passing a resolution at the end of the fiscal year to assign savings to the District’s reserve account for Major Structural Failures.

MOVED: Gruposso SECOND: Gulmahamad APPROVED: 3-0-0-0

AYES: Gruposso, Aldaco, Gulmahamad

NOES: None

ABSTAIN: None

ABSENT: None

2. Fiscal Year 2021/2022 Budget Schedule.

Executive Director Skrzat discussed the fiscal year 2021/2022 budget schedule. The Finance Committee discussed and selected April 15 at 10 a.m. for Budget Workshop #1 and May 20 at 10 a.m. for Budget Workshop #2. No formal motion was taken.

3. District Cyber Security Assessment.

Executive Director Skrzat presented on the importance of cyber security for the District and to receive feedback from the Finance Committee on how to proceed. Director Gulmahamad recommended that the District survey neighboring water agencies/districts to see what they are doing in terms of cyber security and that staff speak with ACWA-JPIA of their recommendations/suggestions, including hiring consultants. Director Aldaco recommended proceeding forward with the assessment. Director Gulmahamad further suggested that the consultant hired to perform the cyber security assessment should also include training for staff and Board Members in cyber security awareness/prevention.

Motion carried on 3-0-0-0 vote to recommend that the Board authorize \$15,000 to Account 51765, Computer/Technical Support in unspent expenditures of the FY 2020/2021 Budget to retain a Cyber Security Assessment consultant.

MOVED: Gulmahamad SECOND: Gruposso APPROVED: 3-0-0-0

AYES: Gruposso, Aldaco, Gulmahamad

NOES: None

ABSTAIN: None

ABSENT: None

ORAL REPORTS – None.

CLOSED SESSION – None.

ADJOURN

Director Gruposso adjourned the meeting at 3:05 p.m. to the next Regular Board Meeting of the Chino Basin Water Conservation District to be held on Monday, March 8, 2021 at 2:00 p.m. online at: <https://zoom.us/j/98961622935>.

APPROVED AND ADOPTED THIS 8TH DAY OF MARCH 2021.



Elizabeth Skrzat, Executive Director

ATTEST:



Toyasha Sebbag, Administrative Services Manager