

Memorandum

To: Salton Sea Authority Board of Directors
From: G. Patrick O'Dowd, Executive Director /GM
Date: July 18, 2024
Re: **Consider Appointments to Ad Hoc Committees for FY 2024-2025**

The Salton Sea Authority's Joint Powers agreement states: "The Commission or the Chairman may establish such committees as from time to time are deemed necessary as good for the Authority." In recent practice, the Authority has had four functioning ad hoc committees: Executive, Finance, Personnel, and Projects. Appointments to the committees have been the discretion of the President with approval from the full board. Based on direction from President Dockstader, the committee assignments for the current board term are presented as follows for your consideration and approval:

❖ **Executive: Chair – President Gina Dockstader, Vice-President Castulo Estrada**

- Review policies and procedure as requested by staff.
- Review legislative proposals (Federal/State platforms).
- Review new programs and projects initiated by staff.
- Confer with General Manager regarding general activities of the Authority, as required.

❖ **Finance: Chair – Treasurer Ryan Kelley, members Director John Aguilar and Director Alex Cardenas.**

- Review the budget (proposed and current mid-year and yearly).
- Periodic review of bank statements, accounts payable and receivable, etc., and insurance and contractual commitments.
- Review procedures and practices of accounting.
- Review of audits and reports.

❖ **Personnel: Chair – Vice-President Castulo Estrada, members Director Luis A. Plancarte and Director Altrina Santillanes.**

- Review updated employee manual and procedures.
- Review employee labor compliance and contractual commitments.
- Review and suggest alternative solutions to personnel issues – as requested by Board and General Manager.
- Review job descriptions, employee needs, and compensation with General Manager.

❖ **Projects: Chair – Director V. Manuel Perez, members Director Thomas Tortez, Director Ryan Kelley, and Ex-Officio member CNRA Assistant Secretary Samantha Arthur**

- Review current projects including their status, pending contracts or identified issues of concern.
- Coordinate interagency cooperative planning to assure project outcomes are beneficial to all concerned.
- As requested or appropriate, attend outside meetings.
- Review and advise staff of member agencies of the impacts Authority projects may have in relation to member agencies' programs and operations.