

SAN ANTONIO WATER COMPANY  
ADMINISTRATION and FINANCE COMMITTEE (AFC)  
MINUTES

October 27, 2015

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was called to order at 3:06 p.m. on the above date at the Company office located at 139 N. Euclid Ave., Upland, California. Committee Members present were Sue Sundell, Glenn Bozar, and Tom Thomas. Also in attendance were Jason Reichert and Melissa Calabretta of JLR Insurance, and SAWCo's General Manager Charles Moorrees, Assistant Manager of Administration and Finance Teri Layton, Accounting and Personnel Specialist Joni Ruggles, and Administrative Specialist Kelly Mitchell. Ms. Sundell presided.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Mr. Bozar moved and Mr. Thomas seconded to approve the meeting minutes of August 25, 2015 as presented. Motion carried.
5. Administrative and Financial Issues:
  - D. ***Employee Benefit Plan Renewal*** – Ms. Calabretta with JLR Insurance reviewed and updated the committee and staff on what is and will be happening with healthcare coverage and the Affordable Care Act (ACA). She stressed that SAWCo has a unique grandfathered plan and wanted to explain the whole scope of what is happening in the health insurance world so a well informed decision can be made. The increased cost to renew SAWCo's current health plan is roughly double the increase they'd receive should they decide to go to an ACA plan. Ms. Calabretta explained what the current ACA plans offer related to what SAWCo's current plan offers. The out of pocket expenses incurred by switching to an ACA plan would increase dramatically. JLR Insurance recommends SAWCo stay on their grandfathered plan due to things like dependent pricing and though the increase cost to switch to an ACA plan is less than remaining with SAWCo's current plan this year, Ms. Calabretta reported she has seen increases on renewal costs of ACA plans go up 100% in just two years.

As far as dental insurance, SAWCo received a rate pass this year. There is no increase in costs for coverage in 2016.

The numbers for vision insurance have not been received but historically it has increased by roughly 6% per year.

Mr. Thomas moved and Mr. Bozar seconded to maintain the current healthcare policy with Health Net under the grandfathered status as well as with the current provider for life, dental and vision insurance. Motion carried.

Ms. Calabretta and Mr. Reichert exited the meeting.

- A. ***CY2016 Calendar*** – Mr. Bozar moved and Mr. Thomas seconded to approve the CY2016 Calendar as presented. Motion carried.

**B. Board Gift – End of the Year Luncheon** – Mr. Moorrees explained that the Board requested the issue of the Board Gift be discussed at the AFC prior to the Board. The item has been budgeted for this year.

Mr. Bozar moved and Mr. Thomas seconded to recommend the Board approve providing employees a gift of \$1,250 at the End of Year Luncheon scheduled for December 8, 2015. Motion carried.

**C. Employee Handbook Update** – Mr. Moorrees reported this item was brought to the AFC in February. There were some changes in the classification for the jobs that the Board approved, some changes in the law regarding sick leave, removal of some restrictions on the use of available leave and the addition of a category for Reduced Schedule Leave to permit a reduction in weekly work hours for personal health reasons.

Mr. Thomas moved and Mr. Bozar seconded to recommend the Board receive and file the updated Employee Handbook as presented. Motion carried.

6. Closed Session: None.

7. Committee Comments and Future Agenda Items: Mr. Moorrees reminded the committee that the Board wished to be kept up-to-date with what is happening in Chino Basin.

Adjournment: The committee determined there was no further business and adjourned the meeting at 3:44 p.m.

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Assistant Secretary  
Charles Moorrees