Board Policy Committee
Meeting and Special SMUD
Board of Directors Meeting

Date: Tuesday, July 16, 2019
Time: Immediately following the Finance & Audit Committee meeting scheduled to begin at 5:30 p.m.
Location: SMUD Customer Service Center, Rubicon Room
6301 S Street, Sacramento, CA
AGENDA
BOARD POLICY COMMITTEE MEETING
AND SPECIAL SMUD BOARD OF DIRECTORS MEETING

Tuesday, July 16, 2019
SMUD Customer Service Center, Rubicon Room
6301 S Street, Sacramento, California
Immediately following the Finance & Audit Committee meeting Scheduled to begin at 5:30 p.m.

This Committee meeting is noticed as a joint meeting with the Board of Directors for the purpose of compliance with the Brown Act. In order to preserve the function of the Committee as advisory to the Board, members of the Board may attend and participate in the discussions, but no Board action will be taken. The Policy Committee will review, discuss and provide the Committee’s recommendation on the following:

DISCUSSION ITEMS

1. Laurie Rodriguez
   Approve the appointment of Bruce Oliver as a retired annuitant without applying the 180-day waiting period.
   Presentation: 5 minutes
   Discussion: 5 minutes

INFORMATIONAL ITEMS

2. Heidi Sanborn
   Board Monitoring: GP-11, Board Review of Internal Records; GP-14, External Auditor Relationship; and BL-5, Unity of Control.
   Presentation: 10 minutes
   Discussion: 5 minutes

3. Dave Tamayo
   Board Work Plan.
   Discussion: 5 minutes

4. Public Comment

5. Heidi Sanborn
   Summary of Committee Direction.
   Discussion: 1 minute
Members of the public wishing to address the Committee should complete a sign-up form available at the table outside of the meeting room. Members of the public shall have up to three (3) minutes to provide public comment. The total time allotted to any individual speaker shall not exceed nine (9) minutes for the entire Committee meeting time.

Members of the public wishing to inspect public documents related to agenda items may call 916-732-7143 to arrange for inspection of the documents at the SMUD Customer Service Center, 6301 S Street, Sacramento, California.

NOTE: Accommodations are available for the disabled public. If you need a hearing assistance device or other aid, please call 916-732-7143 in advance of this Committee Meeting.
## BOARD AGENDA ITEM

### STAFFING SUMMARY SHEET

**Policy Committee, July 16, 2019**

**Board Meeting Date**

**July 18, 2019**

<table>
<thead>
<tr>
<th>TO</th>
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<tbody>
<tr>
<td>1. Mysti Champion-Freyenberger</td>
<td>6. Nicole Howard</td>
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<td>2. Laurie Rodriguez</td>
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<td>3. Gary King</td>
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<td>4. Paul Lau</td>
<td>9. Legal</td>
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<td>5. Jennifer Davidson</td>
<td>10. <strong>CEO &amp; General Manager</strong></td>
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</tbody>
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### Consent Calendar

<table>
<thead>
<tr>
<th>Consent Calendar</th>
<th>Yes</th>
<th>X</th>
<th>No</th>
<th>If no, schedule a dry run presentation.</th>
<th>Budgeted</th>
<th>Yes</th>
<th>No</th>
<th>(If no, explain in Cost/Budgeted section.)</th>
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<tbody>
<tr>
<td>FROM (IPR) — FDEPARTMEN</td>
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<td>Mark Willis</td>
<td>Grid Operations</td>
<td>D109</td>
<td>5451</td>
<td>6/18/19</td>
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### NARRATIVE:

**Requested Action:** Approve the appointment of Bruce Oliver as a Retired Annuitant without applying the 180-day waiting period.

**Summary:** Retired annuities must wait 180 days before returning to work unless the employer certifies that the retired annuitant (a) has the skills needed to perform work for a limited duration and (b) the appointment is necessary to fill a critically needed position before the 180 days have passed, and the appointment is approved by the governing body of the employer in a public meeting. The appointment may not be placed on the Consent Calendar.

**Board Policy:** GP-3, Subsection J

**Benefits:** Bruce Oliver is Manager of Energy Management Systems in the Grid Operations area. He can provide knowledge transfer and consulting services to Grid Operations based on his expertise in Energy Management Systems during the transition over the next year following his retirement in August. This will ensure continued continuity of the Energy Management System for Grid Operations.

**Cost/Budgeted:** Up to 960 hours in a calendar year at his straight time pay.

**Alternatives:** Wait six months to receive Bruce's consulting services and knowledge transfer.

**Affected Parties:** Grid Operations

**Coordination:** Grid Operations, Legal

**Presenter:** Laurie Rodriguez, Director, Human Resource Services, Diversity & Inclusion

**Additional Links:**

**SUBJECT**

Hiring Bruce Oliver as a Retired Annuitant

**ITEM NO. (FOR LEGAL USE ONLY)**

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.
Employee Status Notification

Please type, See page 2 for codes

Employee Name: Last
Oliver
First
Bruce
Initial
A

Personnel Number

Action

☐ Job/Employment Data Change
Return Date:
Reason:
None

☐ Separation
Reason:
None

☐ Other
Rehire Retired Annuitant

☐ Retiree
Reason:
None

☐ Separate Rehire Retiree

Current
Employee Group
P PAS
Employee Subgroup
P1 Casual
Personnel Subarea
EMCR-Energy Mgmt

Proposed
Employee Group
None
Employee Subgroup
None
Personnel Subarea
None

Current
Crewtime Eligible?
☐ Yes (CRW)
☐ No (NCR)
Position Title
Manager, EMS

Proposed
Crewtime Eligible?
☐ Yes (CRW)
☐ No (NCR)
Position Title

Position No.
TBD
Activity Type
728UAL

Current
Rate
$86.21 per YR
Pay Reason
00 None
Pay Scale
PAS00720
Level
00
Dept
GO
Cost Ctr
72B
Supervisor's Name:
M. Willis
Position No.:__

Proposed
Rate
$86.21 per YR
Pay Reason
00 None
Pay Scale
PAS00720
Level
00
Dept
GO
Cost Ctr
72B
Supervisor's Name:
M. Willis
Position No.:__

Comments:
Create P1 (casual) Manager, EMS position and appoint rehired retired annuitant into position. Annuitant will not supervise staff, but will be available as extra help to fill troubleshooting and special project duties related to the EMS upgrade. Hours not to exceed 960 hours in a CallPERS fiscal year. Anticipated end date August 31, 2020.

HR Comments:
See Board Resolution to bring annuitant back.

Director
Signature
Mark C. Willis
Print
Mark Willis
Date
6/24

Executive
Signature
Paul Lau
Print
Paul Lau
Date
6/25

Other (If Necessary)
GM & CEO
Signature
Print
Date

Human Resources Dept.
Signature
Print
Date

SAP

© SMUD-0215 8/17 Forms Management
Employee Status Notification

Action Reason Codes:
For some actions, no reason codes are listed since there is only one reason for the action (e.g., Return from Leave of Absence)

<table>
<thead>
<tr>
<th>10 JOB/EMPLOYMENT DATA CHANGE:</th>
<th>20 SEPARATION:</th>
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<tbody>
<tr>
<td>01 Promotion</td>
<td>01 Resignation</td>
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<tr>
<td>02 Demotion</td>
<td>02 VSP</td>
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<tr>
<td>03 Transfer</td>
<td>03 ISP</td>
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<td>04 Salary Adjustment</td>
<td>04 Mutual Agreement</td>
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<td>05 Title Change</td>
<td>05 Layoff</td>
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<td>06 Reclass</td>
<td>06 Discipline</td>
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<td>07 Temp Upgrade</td>
<td>07 Rejected Probation</td>
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<tr>
<td>08 Temp Transfer</td>
<td>08 Deceased</td>
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<td>09 Temp Appointment</td>
<td>09 Deceased and Retired</td>
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<tr>
<td>10 Return from Temp Change</td>
<td>10 End of Assignment</td>
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<tr>
<td>11 Return from Probation</td>
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<tr>
<td>12 Extend Temp Assignment</td>
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<tr>
<td>13 Merit Review/Increase (HR only)</td>
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<td>14 Temp Demotion</td>
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<td>15 Return from Temp Transfer</td>
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<td>16 Reinstatement from Bump</td>
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<tr>
<td>17 Performance/Evaluation - No Pay Change( Mid Term) (HR Only)</td>
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<tr>
<td>18 Merit Increase (Auto) w/o Evaluation (HR Only)</td>
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</tbody>
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Hierarchy Codes:

Personnel Subarea: CLTN FRF/Cent Pint CSVC Cust Serv Cntr EC-OC East Campus Opt Cntr EMCR Energy Mgmt Cntr EMOF HQ Annex FRPD Freshpond HQTR Headquarters RSEC Rancho Seco OTHR Other

Employee Group: B Board C Confidential E Executive I IBEW O OSE P PAS S Security N Non-Employee (HR only)

Employee Subgroup: FT Regular LL Long-Term LOA P1 Casual P2 Part-Time RT Retiree TM Limited Term TR Terminated SS Surviving Spouse

Salary Change Reason Codes:

| 01 Starting Pay | 10 Demotion |
| 02 Promotion    | 12 Pay Adjustment-Mgmt Dir |
| 03 Temporary Upgrade | 13 Pay Adjustment-Labor Agrmt |
| 04 Return from Temp. Upgrade | 15 Merit Increase (HR only) |
| 05 Job Progression | 16 Return from Temp Change |
| 06 Reclass      | 17 Return from Probation |
| 07 Bump         | 19 Temporary Demotion |
| 08 Class Regrade |            |

HR Only Entries: BC Benefit Conversion (HR only) 09 COLA (HR Only) T1 T/U Merit Review/Increase (HR only) T2 T/U COLA (HR only) T6 T/U ReclassList T8 T/U Class Regrade
NARRATIVE:

Requested Action: Allow the Board members and executive staff an opportunity to discuss and evaluate GP-11 Board Review of Internal Records, GP-14 External Auditor Relationship, and BL-5 Unity of Control as part of the Board policy monitoring process.

Summary: The Board agreed to monitor established policies on a yearly basis to create a framework to better understand the policies and give the Board an opportunity to make improvements, additions or changes as desired.

Board Policy: This monitoring supports GP-2 Governance Focus which states that the Board will direct, evaluate, and inspire the organization through the establishment of written policies which reflect the Board’s values.

Benefits: Monitoring these policies allows the Board members an opportunity to update the policies as needed.

Cost/Budgeted: N/A

Alternatives: Monitor these policies at a later date.

Affected Parties: Board of Directors

Coordination: Donna Lofton, Special Assistant to the Board

Presenter: Heidi Sanborn, Policy Chair

Additional Links:
NARRATIVE:

Requested Action: Enable the Board of Directors and Executive Staff an opportunity to review the Board Work Plan.

Summary: The Board President reviews the Board Work Plan at the Policy Committee meeting to ensure agenda items support the work of the Board.

Board Policy: This review of the work plan supports GP-6 Role of the Board President which states that the Board President shall give progress reports on the Board’s work plan.

Benefits: Reviewing the Work Plan allows the Board members and Executive staff to make changes to the Work Plan and Parking Lot items as necessary.

Cost/Budgeted: N/A

Alternatives: Not review the Work Plan at this time

Affected Parties: Board and Executive staff

Coordination: Donna Lofton

Presenter: Dave Tamayo, Board President

Additional Links:
TO

1. Paul Lau
2. Jennifer Davidson
3. Nicole Howard
4. 
5. 
6.
7.
8.
9. Legal
10. CEO & General Manager

Consent Calendar

Yes | No (If no, schedule a dry run presentation.) | Budgeted | Yes | No (If no, explain in Cost/Budgeted section.)
---|---|---|---|---
MAIL STOP EXT. DATE
Laura Lewis Legal Department A311 6123

NARRATIVE:

Requested Action: Committee discussion and consensus on any directives provided to staff during the Committee meeting.

Summary: Wrap up period at the end of each committee meeting to summarize various Board member suggestions and requests that were made at the meeting in an effort to make clear the will of the Board. Policy Committee Chair, Heidi Sanborn, will summarize Board member requests that come out of the committee presentations for this meeting.

Board Policy: GP-4, Agenda Planning states the Board will focus on the results the Board wants the organization to achieve.

Benefits: Having an agendized opportunity to summarize the Board’s requests and suggestions that arise during the committee meeting will help clarify the will of the Board.

Cost/Budgeted: N/A

Alternatives: Not summarize the Board’s requests at this meeting.

Affected Parties: Board of Directors and Executive Staff

Coordination: Donna Lofton, Special Assistant to the Board

Presenter: Heidi Sanborn, Chair, Policy Committee

Additional Links:

SUBJECT

Summary of Committee Direction

ITEM NO. (FOR LEGAL USE ONLY)

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