

CHIRIACO SUMMIT WATER DISTRICT

Emergency Meeting Minutes

Wednesday, September 26, 2018 at 1:00 pm

Chiriaco Summit Community Center

1. **Call to order** - Meeting was called to order by Board President Margit Rusche at 1:17pm
2. **Roll Call**

Margit F. Chiriaco Rusche	<input checked="" type="checkbox"/>	Heather Garcia	<input checked="" type="checkbox"/>
Joseph R. Chiriaco	<input checked="" type="checkbox"/>	Diana Ragsdale	<input checked="" type="checkbox"/>
Claudia Figueroa	<input checked="" type="checkbox"/>		
3. **Closed Session** – Board entered closed session at 1:19pm, right after roll call. Closed session ended at 2:21pm. The board determined the following action items:
 - Contingent to funding availability, it is urgent to hire a Plant Operator Trainee.
 - A mediator from CVWD will be invited to talk with the District’s Employees.
 - Encourage teamwork & require respect among the district’s employees.
 - President Rusche was directed to deliver the attached letter to the employees. The letter addresses the following points:
 1. All the padlocks used in the district need to be keyed alike
 2. All the tools which were supposed to be purchased need to be stored in a storage container, inside the Treatment Plant (TP) Area, by October 4, 2018.
 3. Only CSWD tools & equipment should be inside the TP Area, everything else should be removed by October 4, 2018.
 4. TP Area needs to be kept secure (locked) at all times.
 5. No vehicle should be parked in the yard.
4. **Adjourn** - A motion to adjourn was made by Ms. Garcia and seconded by Ms. Ragsdale. Meeting was adjourned at 2:25pm.

Meeting Notes by Heather Garcia
Transcription by Eduardo Guevara