

BOARD OF DIRECTORS  
INDIAN WELLS VALLEY WATER DISTRICT

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ADMINISTRATION/EXECUTIVE COMMITTEE  
MEETING MINUTES

WEDNESDAY, JANUARY 3, 2024 – 3:00 P.M.

BOARD ROOM  
500 W. RIDGECREST BLVD., RIDGECREST

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Attendees: Ron Kicinski, David Saint-Amand, George Croll, Ty Staheli, Renee Morquecho,  
and Jason Lillion

**1. Call to Order**

The meeting was called to order at 3:00 p.m.

**2. Committee/Public Comments**

None.

**3. Draft Travel Policy**

Staff presented a proposed Travel Policy to include a Per Diem versus a “per meal amount”. Employees will no longer need to save and submit receipts for meals purchased while attending a conference. Due to special reporting requirements, Directors will still need to save and submit receipts for meal purchases.

The Committee directed staff to replace the word “lunches” with “meals” in the draft policy.

The Committee recommends the Board approve Travel Policy with aforementioned changes.

**4. Personnel Manual Changes**

The Committee reviewed the proposed changes to the Personnel Manual, which will only be made if the Board approves implementing the 4/10 work schedule.

Committee recommends the Board approve proposed changes pending the approval of the 4/10 work schedule.

**5. Draft Agenda for the Public Hearing and Regular Board Meeting of January 8, 2024**

The Committee reviewed the agenda and made no changes.

**6. Draft Agenda for the Special Board Meeting Workshop of January 12, 2024**

The Committee reviewed the agenda and made no changes.

**7. Future Agenda Items**

None.

**8. Adjournment**

The meeting adjourned at 3:43 p.m.