



A G E N D A

NATIONAL WATER RESEARCH INSTITUTE REGULAR MEETING – BOARD OF DIRECTORS

Date: Wednesday, February 12, 2025
Time: 1:30 PM Local Time
Live Meeting Location: 18700 Ward Street Fountain Valley, CA 92708
 Conference Room C2
Zoom Meeting ID and Passcode: Meeting ID: 842 1072 4620
 Passcode: NWRI2025
Sites Open to the Public: 111 N. Hope Street Los Angeles, CA 90012
Contact: Tianna Manzon, Project Coordinator
Tmanzon@nwri-usa.org or 562-708-0123

The National Water Research Institute (NWRI) Board of Directors will hold an in-person meeting on the date and time specified above. The meeting can also be accessed via Zoom using the provided room ID. Please note that in the event of any technical difficulties with Zoom, the meeting will continue as planned without disruption.

Directors receive no compensation from NWRI for participating.

- **Welcome New Directors**
- **Roll Call**
- **Determination of Quorum**
- **Items Received After Publication of Agenda**

Recommendation: Adopt resolution 2025 - ____ determining need to take immediate action on item(s) and that the need for action came to the attention of NWRI after the posting of this Agenda. The Resolution requires a 2/3rds vote of the Board or members present, or, if less than 2/3rds of the members are present, a unanimous vote of those present.

- **Visitor Participation**

This item allows up to 3 minutes for visitors to address the Board of Directors on matters not listed on the agenda but within the authority of the Joint Powers Agency or related to Consent Calendar Items. In accordance with legal guidelines, the Board is prohibited from acting on comments made during this time. Directors may, when appropriate, provide direction to NWRI staff regarding the issues raised. Only a member of the Board of Directors may request the removal of a Consent Calendar item for separate discussion.

Kevin M. Hardy • Executive Director • khardy@nwri-usa.org • www.nwri-usa.org

JPA MEMBERS: Inland Empire Utilities Agency • Irvine Ranch Water District • Los Angeles Department of Water and Power
 Metropolitan Water District of Southern California • Orange County Sanitation District • Orange County Water District



CONSENT CALENDAR

At the discretion of the Chair, items on the Consent Calendar may be approved with a single motion and vote by the Directors present, or by the unanimous consent of the Directors present.

1a. Meeting Minutes – November 13, 2024

Recommendation: Receive and file the meeting minutes for the meeting stated above.

Attachments: November 13, 2024 – Meeting Minutes

1b. Financial Statements – Ending January 31, 2025

Recommendation: Receive and file NWRI's unaudited financial reports for the period above.

Attachments:

- (a) Unaudited Statement of Profit & Loss
- (b) Unaudited Balance Sheet
- (c) Unaudited Report on Account Receivables

ACTION ITEMS

The Board of Directors considers Action Items in the order presented, unless specific motion is made to amend the order of consideration. Each Action Item requires a separate motion and affirmative vote by majority vote of the present Directors. The Board is not obligated to action on any item presented for consideration.

2. Resolution No. 25-01 – AMENDING POLICY FOR THE PROCEDURE FOR THE ELECTION OF OFFICERS AND MEMBER AGENCY ROTATION ORDER

Board Resolution 21-02, adopted on February 9, 2021, establishes a non-binding, biennial procedure for electing the Board's Chair and Vice-Chair by rotation order of the Joint Powers Agency member agencies and provides the election of Board Officers. Resolution 25-01 proposes no change except to add the Metropolitan Water District of Southern California to reflect the current member agencies as shown below:

- Inland Empire Utilities Agency
- Orange County Water District
- Los Angeles Department of Water & Power
- Metropolitan Water District of Southern California
- Orange County Sanitation District
- Irvine Ranch Water District

Recommendation: (1) Remove from the policy any reference to West Basin Municipal Water District and update with Metropolitan Water District of Southern California.

(2) Adopt Resolution 25-01 that reflects current member agencies.



- Attachments:**
- (a) Resolution 25-01 Amending Policy for the Procedure for the Election of Officers and Member Agency Rotation Order
 - (b) Resolution 21-02 Establishing Procedure for the Election of Officers

3. Election of Officers of the NWRI Board of Directors

In accordance with the procedure outlined in the non-binding Board Resolution 25-01, the Chair of the Board will serve a term of two calendar years, beginning at the first regular board meeting of each odd-numbered year in the rotation order stated above. Following the rotation specified in the Resolution, Director Bilodeau, representing OCWD, would be nominated to the office of Chair and Director Gonzalez, representing LADWP, would be nominated to the office of Vice Chair. Additionally, the Resolution states the procedure to appoint a Board Secretary who need not be a Director, and to appoint a Board Treasurer who is a staff member of a member agency and need not be a Director.

- Recommendation:**
- (1) Nominate and elect both a Chair and Vice Chair of the NWRI Board of Directors.
 - (2) Appoint John Kennedy as Board Secretary and Jason Dadakis as Board Treasurer.

4. 2025 NWRI Board of Directors and Alternate Director Roster

MWDOC is in the process of updating their telephone directory that includes contact information of various Orange County cities and water agencies and will share this information with MWDOC's member agencies, OC Staff, and State Legislative Staff.

Member Agency	Director	Alternate Director(s)
Orange County Water District	Denis Bilodeau	Roger Yoh
Los Angeles Department of Water and Power	Jesus Gonzalez	Rafael Villegas Jonathan Leung
Inland Empire Utilities Agency	Steve Elie	Travis Sprague
Irvine Ranch Water District	John Withers	Douglas Reinhart
Metropolitan Water District of Southern California	John Morris	Mickey Chaudhuri
Orange County Sanitation District	Bob Ooten	Rob Thompson
NWRI Treasurer	Jason Dadakis	
NWRI Secretary	John Kennedy	

- Recommendation:** Review the roster and provide direction to edit or update as necessary.



5. Key Performance Indicators

This item is intended to provide an opportunity for the Board of Directors to review recent activities of the organization presented by Executive Director Hardy.

Recommendation: Provide feedback and/or direction on recent activity for operational improvement or strategic focus

INFORMATION ITEMS

6. Executive Director's Report

- NWRI Employees Safety Training and OCWD Protocol Update – Completed January 2025
- NWRI Employee Handbook in Progress
- 2025 California Water Law Symposium – February 15
- 2025 WaterReuse Symposium – March 16 – 19
- Executive Director Surgery Recovery and Progress

7. Board of Directors Comments

8. Important Dates

- March 2025: Spring Recess
- April 09, 2025, at 1:30 PM – 3:00 PM (Regular Board of Directors Meeting)

9. Adjournment



DATE: February 12, 2025
TO: NWRI Board of Directors
FROM: Kevin M. Hardy, Executive Director
SUBJECT: **Item 1a – Meeting Minutes**

Recommendation:

Receive and file the meeting minutes for the meeting held November 13, 2024

Discussion:

Duly approved minutes serve as the official and permanent public record of actions taken by the Board of Directors.

Attachments: Minutes of November 13, 2024

Kevin M. Hardy • Executive Director • khardy@nwri-usa.org • www.nwri-usa.org

JPA MEMBERS: Inland Empire Utilities Agency • Irvine Ranch Water District • Los Angeles Department of Water and Power
Metropolitan Water District of Southern California • Orange County Sanitation District • Orange County Water District



DATE: February 12, 2025
TO: NWRI Board of Directors
SUBJECT: Minutes of the Board of Directors Meeting Held on November 13, 2024

PRELIMINARY ITEMS

Roll Call

The meeting was called to order at **1:31 PM** local time by Chair Elie.

The following NWRI Directors, Alternate Directors, and others were present:

- Chair Steve Elie, Inland Empire Utilities Agency (IEUA)
- Vice Chair Cathy Green, Orange County Water District (OCWD)
- Director Jesus Gonzalez, Los Angeles Department of Water and Power (LADWP)
- Director Bob Ooten, Orange County Sanitation District (OC San)
- Director John Withers, Irvine Ranch Water District (IRWD)
- Alt. Director Travis Sprague, IEUA
- Alt. Director Mickey Chaudhuri, Metropolitan Water District (MWD)
- Alt. Director Rob Thompson, OC San – Remote Attendance
- Secretary John Kennedy, OCWD
- Treasurer Jason Dadakis, OCWD
- Others: Jim Colston, IRWD , Lan Wiborg, OC San (Remote Attendance)
- NWRI Staff: Executive Director, Kevin M. Hardy, Project Manager, Suzanne Sharkey, Project Controller, Julie Abshire, Communications Manager, Mary Collins, Project Coordinator, Tianna Manzon.

Determination of Quorum. A quorum is established when at least four of the six member agencies are represented. Since all six member agencies by either a Board Director or Alternate Director, a quorum was determined.

Items Received After Publication of Agenda. None.

Visitor Participation. None.

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 Metropolitan Water District of Southern California • Orange County Sanitation District • Orange County Water District



ACTION ITEMS

1a. September 11, 2024 – Meeting Minutes

1b. Institute Financial Statements Ending October 31, 2024

The Board reviewed September 2024 meeting minutes and discussed NWRI's unaudited Profit and Loss, Balance Sheet, and Open Invoice Report for the period through October 31, 2024.

- Upon a motion by Vice Chair Green, seconded by Director Ooten, and unanimously carried, Items 1a and 1b were received and filed.
- ### 2. Resolution 2024-05 Adopting and Establishing Policy for Yearly Staff Reimbursement Rates for Research Services for the Year Beginning January 1, 2025, and Ending December 1, 2025.
- Executive Director Hardy explained the need and process of the yearly update to staff reimbursement rates for research services and proposed the rates shown in Resolution 2024-05 to cover for inflation. Director Ooten had a question pertaining to the proportion of engagements of member agencies vs. those who are not.
- Upon a motion by Director Ooten, seconded by Vice Chair Green, and unanimously carried, Item 2 was received and filed.
- ### 3. NWRI's 2023 Federal Income Tax Return and 2023 California Income Tax Return.
- Upon a motion by Vice Chair Green, seconded by Director Ooten, and unanimously carried, Item 3 was received and filed.
- ### 4. Independent Advisory Panels Update
- NWRI Research Project Manager presented updates on current NWRI Panel Engagements: OneWater Nevada, Pure Water Project Las Virgenes-Triunfo, Metropolitan Water District of Southern California, LADWP, Pure Water San Diego, Valley Water, Review of ROMS BEC Model, Lake Thunderbird, Anne Arundel County, Aurora Water, City of Boise
- ### 5. Key Performance Indicators – Addition of One Member Agency, Clarke Prize Laureate Role in Future Programs, Chair Rotation Policy
- Directors discussed their own progress with meetings with key personnel at member agency prospects. Executive Director Hardy provided Directors with an update regarding Laureate interests in participating in the Future of the Clarke Prize. Lastly, ED Hardy reviewed Resolution 2021-02 with the Board discussing the procedure taken when the Chair has completed a term of 2 years.



INFORMATION ITEMS

5. **Executive Director's Report.** Executive Director Hardy reported to the Board on the following:
 - 2025 NWRI Board Meetings are calendared
 - Resolution 2024-04 – Conflict of Interest Policy Approved by County of Orange
 - New Director Appointments to NWRI Board of Directors
 - Mickey Chaudhuri for Metropolitan Water District
 - WaterReuse Association Industrial Reuse Conference – November 19 (Indian Wells, Ca)
 - Executive Director Travel November 22 – 25
 - Hawaii Water Environment Association/AWWA Water Reuse Conference – December 5 (Honolulu, Hi)
 - Pure Water San Diego Sub-Panel December 10 – 11 (San Diego, Ca)
 - Lake Thunderbird IPR Panel December 17 (Remote)
 - Executive Director Surgery Schedule progressing as planned
6. **Board of Directors Comments.** No Directors had additional comments.
7. **Important Dates.** ED Hardy highlighted upcoming important dates:
December 2024 – January 2025: Holiday Recess; Next Scheduled Regular Board of Directors Meeting on February 12, 2025, at 1:30 PM
8. **Adjournment**

Received and Filed (per verbal approval) On: _____



DATE: February 12, 2025
TO: NWRI Board of Directors
FROM: Kevin M. Hardy, Executive Director
SUBJECT: **Item 1b** – Institution’s Financial Statements

Recommendation:

Receive and file NWRI’s unaudited financial statements for the period ending January 31, 2025.

Discussion:

Monthly financial reports provide a current snapshot of the Institute’s financial position and resiliency. Variations from the annual income and expense plan are anticipated.

Attachments:

For the period ending January 31, 2025

- (a) Unaudited Statement of Profit and Loss
- (b) Unaudited Balance Sheet
- (c) Unaudited Report on Account Receivables

Kevin M. Hardy • Executive Director • khardy@nwri-usa.org • www.nwri-usa.org

JPA MEMBERS: Inland Empire Utilities Agency • Irvine Ranch Water District • Los Angeles Department of Water and Power
Metropolitan Water District of Southern California • Orange County Sanitation District • Orange County Water District

8:31 AM

National Water Research Institute

Profit & Loss

02/06/25

July 2024 through January 2025

Accrual Basis

	Jul '24 - Jan 25
Income	
4000 · JPA Contributions (Member 50K)	300,000.00
4155 · Restricted Contributions	40,000.00
4250 · Grants	17,136.89
4300 · Conferences	
4302 · Co-Sponsors	450.00
Total 4300 · Conferences	450.00
4400 · Contract Svc/Reimbursable	
4401 · SCSC	21,767.55
4402 · Support Fee	10,000.00
4400 · Contract Svc/Reimbursable - Other	402,337.73
Total 4400 · Contract Svc/Reimbursable	434,105.28
4500 · NWRI Research Program	
4501 · JIS & Athalie Clark Foundation	30,000.00
Total 4500 · NWRI Research Program	30,000.00
4600 · Circle of Friends/Fellowship	10,000.00
4650 · Water Festival/Water Harvest	12,500.00
4800 · Interest Income	11,171.47
Total Income	855,363.64
Gross Profit	855,363.64
Expense	
6010 · Accounting/Audit	12,600.00
6030 · Charges/Tax & Other Fees	
6032 · Banking Fees	1,840.86
Total 6030 · Charges/Tax & Other Fees	1,840.86
6040 · Telephone/Communication	
6041 · Cell Phone/Conference Calls	1,200.00
Total 6040 · Telephone/Communication	1,200.00
6060 · Mailing Services	41.16
6080 · Website/IT	708.00
6090 · Subscriptions and Dues	2,219.12
6110 · Board / Ops Expenses	376.71
6120 · Misc Admin Expenses	
6121 · General Office Supplies	1,579.42
6124 · Insurance	2,300.00
6125 · Payroll Processing	609.00
Total 6120 · Misc Admin Expenses	4,488.42
6140 · Salary & Benefits	
6141 · Professional Services	807.75
6143 · Payroll Taxes	21,305.20
6144 · Director	62,473.22
6145 · Simple IRA Match	8,008.98
6140 · Salary & Benefits - Other	79,203.25
Total 6140 · Salary & Benefits	171,798.40
6150 · Conferences/Seminars/Workshops	
6152 · Travel/Lodging/Meals	287.98
Total 6150 · Conferences/Seminars/Workshops	287.98
6160 · Membership	821.00

8:31 AM

National Water Research Institute

Profit & Loss

02/06/25

July 2024 through January 2025

Accrual Basis

	Jul '24 - Jan 25
7010 · Admin Program Expenses	
7011 · Salary & Benefits	
7018 · Director	10,660.76
7011 · Salary & Benefits - Other	34,904.16
Total 7011 · Salary & Benefits	45,564.92
7013 · Registration	425.00
7016 · Travel/Lodging/Meals	3,625.87
Total 7010 · Admin Program Expenses	49,615.79
7020 · Advisory Panels	
7021 · Salary & Benefits	
7027 · Director	50,175.80
7021 · Salary & Benefits - Other	68,591.48
Total 7021 · Salary & Benefits	118,767.28
7022 · Professional Svc	182,165.50
7023 · Honorariums	28,570.00
7024 · Travel/Lodging/meals	2,708.20
7025 · Event Expenses	362.66
7026 · Printing/Copying/Mailing	120.44
Total 7020 · Advisory Panels	332,694.08
7030 · Clarke Prize	
7031 · Salary & Benfits	
7037 · Director	14,442.97
7031 · Salary & Benfits - Other	36,843.29
Total 7031 · Salary & Benfits	51,286.26
7032 · Professional Svc	2,881.25
7033 · Clarke Prize Award	50,000.00
7034 · Travel/Lodging/Meals	36,124.50
7035 · Event Expenses	16,952.07
7036 · Printing/Copying/Mailing	41.13
Total 7030 · Clarke Prize	157,285.21
7040 · Conf/Workshops/Contract Svc	
7041 · Salary & Benefits	
7049 · Director	18,943.68
7041 · Salary & Benefits - Other	9,131.06
Total 7041 · Salary & Benefits	28,074.74
7044 · Travel/Lodging/Meals	1,388.87
7045 · Event Expenses	129.36
7046 · Printing/Copying/Mailing	2.31
7047 · Charges/Tax & Other Fees	696.00
Total 7040 · Conf/Workshops/Contract Svc	30,291.28
7050 · Education & Outreach	
7051 · Salary & Benefits	
7059 · Director	9,337.55
7051 · Salary & Benefits - Other	40,429.31
Total 7051 · Salary & Benefits	49,766.86
7053 · Travel/Lodging/Meals	694.54
7056 · Fellowship Award	30,000.00
7057 · Water Festival Contrib/Payment	12,500.00
7058 · Sponsorship	1,021.73
Total 7050 · Education & Outreach	93,983.13

8:31 AM

National Water Research Institute

Profit & Loss

02/06/25

July 2024 through January 2025

Accrual Basis

	<u>Jul '24 - Jan 25</u>
7070 · Research/Proj/Grant - Specific	
7072 · Salary & Benefits	
7078 · Director	5,232.74
7072 · Salary & Benefits - Other	9,056.10
	<hr/>
Total 7072 · Salary & Benefits	14,288.84
	<hr/>
Total 7070 · Research/Proj/Grant - Specific	14,288.84
	<hr/>
Total Expense	874,539.98
	<hr/>
Net Income	-19,176.34
	<hr/> <hr/>

8:30 AM

National Water Research Institute

Balance Sheet

As of January 31, 2025

02/06/25

Accrual Basis

	Jan 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · Wells Fargo Checking	276,606.69
1003 · Petty Cash	30.44
Total Checking/Savings	276,637.13
Accounts Receivable	
1201 · Accounts Receivable-General	87,547.64
Total Accounts Receivable	87,547.64
Other Current Assets	
SWEEP	491,748.34
1499 · Undeposited Funds	107,127.30
Total Other Current Assets	598,875.64
Total Current Assets	963,060.41
Fixed Assets	
1500 · Equipment-Office - >1 yr. >2.5k	13,679.62
1550 · Accum Depreciation	-13,679.62
Total Fixed Assets	0.00
Other Assets	
1650 · Investments	39,695.25
Total Other Assets	39,695.25
TOTAL ASSETS	1,002,755.66
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accts Pay-Vendors	71,253.58
Total Accounts Payable	71,253.58
Other Current Liabilities	
2100 · Payroll Lia/Vac Accrual - Staff	8,130.41
2101 · Payroll Lia/Vac&Sick - Dir	31,287.20
2500 · Deferred Revenue	273,761.00
2502 · Pass Thru Liab/Water Festival	7,500.00
Total Other Current Liabilities	320,678.61
Total Current Liabilities	391,932.19
Total Liabilities	391,932.19
Equity	
3900 · Retained Earnings-Unrestricted	599,999.81
3910 · Retained Earnings-Temp Restrict	30,000.00
Net Income	-19,176.34
Total Equity	610,823.47
TOTAL LIABILITIES & EQUITY	1,002,755.66

8:14 AM

02/06/25

National Water Research Institute
Open Invoices
 As of January 31, 2025

Date	Num	Class	Aging	Open Balance
Carollo				
12/31/24	2024-1115	Projects and Grants - 7070:FAT SAO BOR III Ca...	22	510.30
Total Carollo				510.30
Los Angeles Department of Water and Power				
12/31/24	2024-1104	Advisory Panels - 7020:LADWP Groundwater (1...	28	2,001.41
Total Los Angeles Department of Water and Power				2,001.41
Metropolitan Water District of S. Ca				
12/31/24	2024-1106	Advisory Panels - 7020:Metropolitan	10	8,763.75
Total Metropolitan Water District of S. Ca				8,763.75
Public Utilities Department				
12/31/24	2024-1108	Advisory Panels - 7020:SD Pure Water Panel (1...	18	30,861.64
12/31/24	1084&1095A	Advisory Panels - 7020:SD Pure Water Panel (1...	18	2,106.82
01/31/25	2025-1003	Advisory Panels - 7020:SD Pure Water Panel (1...		3,394.92
Total Public Utilities Department				36,363.38
Water Research Foundation				
12/31/24	2025-1001	Advisory Panels - 7020:CalVal TWRF 5277		28,684.00
Total Water Research Foundation				28,684.00
WateReuse Association				
12/10/24	2024-1101	Advisory Panels - 7020:CalVal TWRF 5277	52	5,000.00
Total WateReuse Association				5,000.00
TOTAL				81,322.84



DATE: February 12, 2025
TO: NWRI Board of Directors
FROM: Kevin M. Hardy, Executive Director
SUBJECT: **Item 2** – Resolution 25-01 – Amending Policy for the Procedure for the Election of Officers and Member Agency Rotation Order

Recommendation:

- (1) Remove from the policy any reference to West Basin Municipal Water District and update with Metropolitan Water District of Southern California.
- (2) Adopted Resolution 25-01 that reflects current member agencies.

Discussion:

Board Resolution 21-02, adopted on February 9, 2021, establishes a non-binding, biennial procedure for electing the Board's Chair and Vice-Chair by rotation order of the Joint Powers Agency member agencies and provides the election of Board Officers. Resolution 25-01 proposes no change except to add the Metropolitan Water District of Southern California to reflect the current member agencies as shown below:

- Inland Empire Utilities Agency
- Orange County Water District
- Los Angeles Department of Water & Power
- Metropolitan Water District of Southern California
- Orange County Sanitation District
- Irvine Ranch Water District

Attachments:

- (a) Resolution 25-01 Amending Policy for the Procedure for the Election of Officers and Member Agency Rotation Order
- (b) Resolution 21-02 Establishing Procedure for the Election of Officers

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JPA MEMBERS: Inland Empire Utilities Agency • Irvine Ranch Water District • Los Angeles Department of Water and Power
Metropolitan Water District of Southern California • Orange County Sanitation District • Orange County Water District



RESOLUTION NO. 2025-01

AMENDING POLICY FOR THE PROCEDURE FOR THE ELECTION OF OFFICERS AND MEMBER AGENCY ROTATION ORDER

Whereas, Section 3.01 of the Joint Exercise of Powers Agreement (Agreement) creating the National Water Research Institute (NWRI), requires that the NWRI Board of Directors elect a Chair and Vice-Chair from among the Directors; and,

Whereas, Section 3.01 of the Agreement also requires the Board of Directors to appoint a Secretary who need not be a Director; and

Whereas, the long-term practice of the Board of Directors has been to appoint a Treasurer from among the NWRI member agency staff who is not a Director and whose availability supports the efficient and effective administration of NWRI; and,

Whereas, Article 3 of the Agreement sets forth each officers duties; and,

Whereas, the previously passed Resolution no longer reflects current member agencies;

NOW THEREFORE, BE IT RESOLVED as follows:

1. **Term of Office.** The term of office for the positions of Chair, Vice Chair shall be two (2) years commencing with the first Board of Directors meeting in each odd-numbered calendar year.

2. **Qualifications.** The Chair and Vice Chair shall be members of the NWRI Board of Directors duly appointed by their respective NWRI member agency. The Treasurer and Secretary need not be Directors but shall be in the judgment of a majority of the NWRI Board of Directors, qualified by their professional standing to competently fulfill the duties of the position.

3. **Elections and Appointments.** The election of Chair and Vice Chair, and, the appointment of Treasurer shall be conducted every two years, in odd-numbered years, at the first NWRI Board of Directors meeting and may be conducted by a single blanket motion and vote for all four positions.

4. **Rotation of Officers.** It is the non-binding intention of the NWRI Board of Directions to rotate the positions of Chair and Vice Chair among the NWRI member agencies.

Kevin M. Hardy • Executive Director • khardy@nwri-usa.org • www.nwri-usa.org

JPA MEMBERS: Inland Empire Utilities Agency • Irvine Ranch Water District • Los Angeles Department of Water and Power
Metropolitan Water District of Southern California • Orange County Sanitation District • Orange County Water District



During the term commencing February 2025, the Chair will be a Director from the Orange County Water District, the Vice Chair will be a Director from the Los Angeles Department of Water and Power. Thereafter, the member agency occupying the Vice Chair position shall be nominated to the position of Chair. Member agencies will be nominated to the office of Vice Chair in the following order:

1. Inland Empire Utilities Agency (IEUA)
2. Orange County Water District (OCWD)
3. Los Angeles Department of Water & Power (LADWP)
4. Metropolitan Water District of Southern California (MWD)
5. Orange County Sanitation District (OC San)
6. Irvine Ranch Water District (IRWD)

5. Recission. This Resolution rescinds prior Board of Directors policy as to the election, appointment, term or rotation of officers.

PASSED and **ADOPTED** at a regular meeting of the National Water Research Institute held on February 12, 2025, by the following roll call vote:

Signed

Attest

Chair

Secretary



**RESOLUTION NO. 21-02 A RESOLUTION OF THE BOARD
OF DIRECTORS OF THE NATIONAL WATER RESEARCH
INSTITUTE ESTABLISHING A PROCEDURE FOR THE
ELECTION OF OFFICERS**

WHEREAS, Section 3.01 of the Joint Exercise of Powers Agreement (Agreement) creating the National Water Research Institute (NWRI), requires that the NWRI Board of Directors elect a Chair and Vice-Chair from among the Directors; and,

WHEREAS, Section 3.01 of the Agreement also requires the Board of Directors to appoint a Secretary who need not be a Director; and

WHEREAS, the long-term practice of the Board of Directors has been to appoint a Treasurer from among the NWRI member agency staff who is not a Director and whose availability supports the efficient and effective administration of NWRI; and,

WHEREAS, Article 3 of the Agreement sets forth each officers duties; and,

WHEREAS, the Board of Directors desires to establish a procedure for the election and appointment of officers including a two-year term for such officers.

WHEREAS, a Director representing OC San has served as Chair for the past two years and a Director from the Irvine Ranch Water District has served as Vice-Chair for the past two years; and,

NOW, THEREFORE, the Board of Directors of the National Water Research Institute does hereby resolve as follows:

Section 1: Term of Office. The term of office for the positions of Chair, Vice-Chair, Treasurer and Secretary shall be two (2) years commencing with the first Board of Directors meeting in March.

Section 2: Qualifications. The Chair and Vice-Chair shall be members of the NWRI Board of Directors duly appointed by their respective NWRI member agency. The Treasurer and Secretary need not be Directors but shall be, in the judgment of a majority of the NWRI Board of Directors, qualified by their professional standing to competently fulfill the duties of the position.

Section 3: Elections and Appointments. The election of the Chair and Vice-Chair, and, the appointment of the Treasurer and Secretary shall be conducted every two years, in odd-numbered

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JPA MEMBERS: Inland Empire Utilities Agency • Irvine Ranch Water District • Los Angeles Department of Water and Power • Orange County Sanitation District • Orange County Water District • West Basin Municipal Water District



years, at the regular NWRI Board of Directors meeting in February and may be conducted by a single blanket motion and vote for all four positions.

Section 4. Rotation of Officers. It is the non-binding intention of the NWRI Board of Directors to rotate the positions of Chair and Vice-Chair among the NWRI member agencies. During the term commencing March 2021, the Chair will be a Director from the Irvine Ranch Water District, the Vice-Chair will be a Director from the Inland Empire Utilities Agency. Thereafter, the member agency occupying the Vice-Chair office shall be nominated to the office of Chair and member agencies will be nominated to the office of Vice-President in the following order: Orange County Water District; Los Angeles Department of Water & Power; West Basin Municipal Water District; OC San; Irvine Ranch Water District; and Inland Empire Utilities Agency.

Section 5. Recission. This Resolution rescinds prior Board of Directors policy as to the election, appointment, term or rotation of officers.

PASSED and ADOPTED at a regular meeting of the National Water Research Institute held on January 12, 2021, by the following roll call vote:

DIRECTORS: YES: _____

DIRECTORS: NO: _____

DIRECTORS: ABSENT: _____

 Chairman, National Water Research Institute

ATTEST:

 Secretary, National Water Research Institute

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