

**UPPER ARKANSAS WATER
CONSERVANCY DISTRICT**

HUMAN RESOURCES COMMITTEE MEETING

October 12, 2023

9:30 a.m.

A meeting among the Upper Arkansas Water Conservancy District Human Resources Committee was held at the Upper Arkansas Water Conservancy District Board Room on October 12, 2023, notice having been given by posting of Notice and Agenda on October 11, 2023, at the offices of the Upper Arkansas Water Conservancy District, 339 East Hwy 50, Salida, Colorado.

COMMITTEE MEMBERS PRESENT (IN PERSON)

Tim C. Canterbury, Director Rich Hilderbrand, Director Tom Goodwin, Director
Mike Shields, Director Ralph L. (Terry) Scanga, General Manager

**COMMITTEE MEMBERS PRESENT (BY REMOTE VIDEO AND AUDIO
CONFERENCING)**

None

DISTRICT OFFICIALS/STAFF MEMBERS & CONSULTANTS PRESENT

Ralph L. (Terry) Scanga, General Manager Kendall Burgemeister, Legal Consultant

**DISTRICT OFFICIALS/STAFF MEMBERS PRESENT (BY REMOTE VIDEO AND AUDIO
CONFERENCING)**

None

COMMITTEE OFFICIALS/ STAFF MEMBERS ABSENT

Greg Felt, Director Gracy Goodwin, Water Resources Specialist

DIRECTORS AND GUESTS PRESENT

Tim Payne, Director

DIRECTORS AND GUESTS PRESENT (BY REMOTE VIDEO AND AUDIO CONFERENCING)

None

Director Canterbury opened the meeting. Director Goodwin motioned to approve the minutes from the August 10th meeting and his motion was seconded by Director Hilderbrand with all voting "Aye".

Director Canterbury asked if there were any comments on the job description and/or proposed application. Director Hilderbrand suggested we bolster the amount of external representation section of the job description requirements noting that a prospective applicant should be aware that a lot of travel to other organizations as a representative of the District would be required, such as attending the Arkansas Basin Roundtable meetings. Attorney Burgemeister suggested that the committee review his reline on the notice that lists the job description. Mr. Scanga stated that he did not remember receiving these redlines but would double check his emails and forward these (job description & application) to the committee to review before the next meeting. The committee discussed some modifications to the application and Attorney Burgemeister responded that much of the application was modified along the lines being suggested by the committee in the redline he emailed Mr. Scanga.

There ensued some discussion about the length of experience required in the job description. It was agreed that 10 years is sufficient and we state "10 years preferred." Director Goodwin asked the committee what they thought of the value of letters of reference or recommendations requested in the application. Most agreed that a prospective applicant would probable include these regardless of a specific request in the application anyway but we could state, "2 letters of reference/recommendation". It was also decided to not request postal mail delivery of the application and also remove any term of a contract. Mr. Scanga was directed to email Burgemeister's redline documents. Also, the Notice and

RECORD OF PROCEEDING

application will be reworked and made available to the committee for the next meeting. Some discussion ensued about the next meeting time prior to our December 7, 2023 meeting or by a virtual meeting. Most agreed that a virtual meeting may work best in the future.

ADJOURN

Adjourned at 11:09 A.M.

Respectfully submitted,



Ralph L. Scanga, Jr., General Manager