**Meeting of the Board of Directors**

**12:00pm, Monday, February 26, 2023**

**Meeting Minutes**

**Board Members Present**: Gracie Torres, President; Susan Allen, CalMutuals/JPRIMA; Lisa Dye, IEUA alternate (voting); Pacal Cornejo, EMWD alternate (voting); Haydee Sainz, WVWD alternate (voting) .

**Staff Members:** Scott Goodell, JVS/IEWorks

*Pursuant to Assembly Bill 361, this meeting was conducted via teleconference to minimize the spread of COVID-19.*

Call to order at 12:05pm by Gracie Torres.

1. **PLEDGE OF ALLEGIANCE-** Scott let the group in the Pledge of Allegiance.
2. **DETERMINATION OF A QUORUM-** Scott called the roll of Board members present and announced the presence of a quorum
3. **PUBLIC COMMENT-** Scott announced that, pursuant to Government Code Section 54954.3, to make a Public Comment, members of the public should click on the hand symbol on your screen to be placed in the queue, and when recognized and un-muted, they should announce their name for the record. No public comments were shared.
4. **ADDITIONAL ITEMS TO THE AGENDA-** Scott asked for any additional agenda items for the meeting and, hearing none, called for adoption of the agenda. Announced that there were no additional items to add to the agenda
5. **CONSENT CALENDAR**

# 5A. Approve the minutes of December 18, 2023, Meeting of Board of Directors

Gracie called for a motion to approve the minutes of the August 23, 2023, meeting. The motion to approve the minutes as presented was moved by Susan and seconded by Pacal. The roll was called with all members voting yes and two members absent. The motion passed.

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| --- | --- | --- | --- | --- |
|  | AYES: | NOES: | ABSENT: | ABSTAIN: |
| Representative of Member Agency CalMutuals/JPRIMA | X |  |  |  |
| Representative of Member Agency EMWD | X |  |  |  |
| Representative of Member Agency IEUA | X |  |  |  |
| Representative of Member Agency WVWD | X |  |  |  |
| Ex-Officio Representative | X |  |  |  |

**INFORMATIONAL ITEMS**

1. **CONSIDERATION OF IEWORKS STRATEGIC PLANNING PROCESS**

Scott presented an updated Infographic/visual for review by the board. The board suggested minor revisions. Scott asked the board to provide any additional feedback within two weeks. No action was taken.

1. **CONSIDERATION OF THE PROCESS OF IEWORKS OBTAINING 501c3 STATUS.**

# Savannah Skelton from Leal Trejo provided any update on the 501c3 status., IRS Form 1023, the application for federal tax-exempt status. Leal Trejo will submit the document, upon review by their lead attorney. Savannah advised that it could take up to six months for approval by the IRS. Once approved, Leal Trejo will file for approval by the state. No action was taken

1. **CONSIDERATION OF IEWORKS FINANCE COMMITTEE UPDATE**

Scott presented an updated Financial Summary for FY 2023-24, highlighting expenses paid and revenue received from agency fees paid. No action was taken.

1. **IEWORKS MANAGER’S REPORT**

Scott presented his written report on IEWorks activities. No action was taken.

1. **IEWORKS REGULAR BOARD MEETING DATES**

The Board was reminded of upcoming meeting dates:

* April 15th, 12:00 noon
* June 17th, 12:00 noon

1. **CLOSED SESSION-** Scott announced there were no items for the closed session.
2. **ADJOURNMENT**

Pacal moved to adjourn the meeting at 12:55. The motion was seconded by Susan.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the meeting, please contact the IEWorks Manager at (415) 802-5576 for assistance to enable IEWorks to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Request for such records shall be made available by emailing the IEWorks Manager at [sgoodell@jvs.org](mailto:sgoodell@jvs.org).

Agendas are available at the IEWorks website, [www.ieworks.org](http://www.ieworks.org) .

EXHAUSTION OF ADMINISTRATIVE REMEDIES – If you challenge an IEWorks action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the IEWorks Manager at, or prior to, the public hearing. Any written correspondence delivered to the IEWorks office before the IEWorks’ final action on a matter will become a part of the administrative record.