

SOUTH TEXAS WATER AUTHORITY  
Management Selection Committee Meeting  
August 20, 2020

Minutes

(This meeting was held remotely by phone and Zoom.)

Committee Members Present:

Rudy Galvan, Jr.  
Brandon Barrera  
Filiberto Treviño  
Jose Graveley  
Carola G. Serrato

Committee Members Absent:

None

Staff Present:

Frances De Leon

Guests Present:

None

1. Call to Order.

Mr. Rudy Galvan, Board President, called the STWA Management Selection Committee meeting to order at 3:03 p.m. A quorum was present.

2. Citizen Comments.

Mr. Galvan opened the floor to citizen's comments. No Comments were made.

3. Hiring of O&M Supervisor.

Ms. Serrato stated that the recently adopted policy on hiring of STWA managers requires opening the position to current staff. One employee has shown interest in the position. Mr. Galvan read the policy aloud for the committee members. Ms. Serrato said that Field Supervisor Dony Cantu has stepped up to perform the duties of the O&M Supervisor. She added that although there would be a bit of a learning curve, she feels he could learn to perform the necessary tasks but would likely need help on issues dealing with cathodic protection of the 42" waterline. Ms. Serrato also stated that she has contracted Texas Rural Water Association about placing an ad in their magazine, Quench. The ad will also be sent to the Kingsville Record and the Corpus Christi Caller Times. She asked for suggestions or changes on the employment ad.

The committee discussed several parts of the ad including the Cathodic Protection skills, advertising for the position externally without excluding current staff, the length of time advertised and the application deadline.

The committee consensus was for the ad to clearly not exclude current employees, list cathodic protection as weighing heavily in the scoring process, advertise in the next publication of Quench magazine, advertise in the Kingsville Record and Corpus Christi Caller Times for two weeks, and to keep the position open for 60 days.

A discussion on an Interim O&M Supervisor and salary followed. Mr. Galvan pointed out that the current policy allows Ms. Serrato to appoint an Interim Supervisor. Mr. Treviño commented

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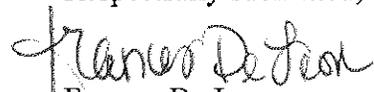
that the interim position should not include extra pay, however, if the interim is selected to fill the position, then back pay should be paid.

Mr. Treviño made a motion to post the ad for two weeks with a deadline of 60 days. Mr. Barrera seconded the motion. Ms. Serrato abstained and all others voted in favor.

4. Adjournment.

With no further business to discuss, Mr. Treviño made a motion to adjourn the meeting at 3:47 p.m. Mr. Graveley seconded. The motion passed by unanimous vote.

Respectfully submitted,

  
Frances De Leon  
Assistant Secretary