

CARSON WATER SUBCONSERVANCY DISTRICT

Administrative Committee

June 9, 2025, 2pm

Minutes

Committee Members' Present:

David Griffith (via Zoom)
Stacey Giomi (via Zoom)
Cassi Koerner (via Zoom)
Mike Workman (via Zoom)

CWSD Staff/Guests Present:

Ed James
Catrina Schambra

Vice Chairperson Koerner called the meeting of the CWSD Administrative Committee to order at 2:05 pm in the CWSD Conference Room, 777 E. William Street, Suite 209, Carson City, Nevada. Roll call determined a quorum of the committee was present. Director Getto was absent.

Item #3 – Discussion Only: Public Comment - None

Item #4 - For Possible Action: Approval of Agenda

Director Giomi made a motion to approve the Agenda as presented. Committee Member Griffith seconded the motion and the Agenda was approved unanimously.

Item #5 - For Possible Action: Approval of the Administrative Committee Minutes of Nov. 26, 2024

Committee Member Griffith made a motion to approve the Administrative Committee Minutes from November 26, 2024, as presented. The motion was seconded by Director Giomi and was unanimously approved by the Administrative Committee.

Item #6 - For Possible Action: Approval of General Manager 2024-25 Annual Review

Mr. James explained the annual process of his review. Committee Member Griffith commented that there was good participation from the Board members who completed the Annual Review. There was consensus of the committee with the above satisfactory results of the Annual Review. Director Giomi stated that Mr. James will be hard to replace. As his retirement grows near, it is important CWSD has a guide for his eventual retirement. Not only is a job description needed, but a task list is also needed in the transition plan.

Director Giomi made a motion to recommend to the Board to approve the Annual Review as presented, along with the transition needs as discussed. The motion was seconded by Committee Member Griffith and unanimously approved by the Administrative Committee.

Item # 10 – For Discussion Only: Public Comment – None

There being no further business to come before the Administrative Committee, Director Koerner adjourned the meeting at 2:16 pm.

Respectfully submitted,

Catrina Schambra

Secretary to the Board