

The Commissioners SJWD Water District was held a strategic planning retreat at the Highland Lake Inn in Flat Rock, NC with the following present:

Commissioners: *Buddy Carlton, Frank Nutt, Brian Leonard, Barry Frost, and Wanda Fowler.*

Staff: *Kim Fortner, Billy Cothran, Larry Christopher, and Jeff Diaz.*

Guests: *None.*

The agenda for the meeting was emailed to WSPA TV and the *Spartanburg Herald-Journal* and posted in the lobby and on SJWD's website.

Buddy Carlton called the meeting to order at 8:37 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment.

GOVERNANCE PRESENTATION

Wanda Fowler delivered a presentation to educate and remind Commissioners of their proper role as board members of SJWD.

2017-2022 STRATEGIC PLAN REVIEW

Billy Cothran presented the major accomplishments from the 2017-2022 Strategic Plan reminding everyone of the mission, vision, and strategic goals. This framework will stay the same as SJWD develops the Strategic Plan for 2022-2027.

STATE OF THE ORGANIZATION

Staff presented a comprehensive look at the current state of the organization:

- Organizational chart
- Key performance indicators
- Cash flow and funding processes
- Cash and investment balances
- Debt structure and management
- Employee healthcare cost trends

Staff presented departmental reports outlining current issues and challenges, as well as goals and action items for the coming budget year:

- Engineering
- Operations
- Water Production
- Water Resources
- Customer Service
- Field Services
- IT

PROPOSED POLICY REVISIONS

Billy Cothran presented information regarding possible policy changes and new policies to be considered in the coming year:

- Personnel
- Water service
- Lakes
- Safety
- Financial

2022-2027 STRATEGIC PLAN FIRST LOOK

Billy Cothran revealed the input Commissioners provided on the strengths, weaknesses, opportunities, and threats (SWOT) of the organization. The SWOT analysis will be used to set the strategic direction for the next 5 years.

MISCELLANEOUS ADMINISTRATIVE MATTERS

The Commissioners formed a committee including Wanda Fowler, Barry Frost, and certain staff members to explore the changes that need to be made to the personnel manual and discuss a possible employment contract between the Commissioners and the Chief Executive Officer.

At 9:50 AM on Tuesday, April 26, 2022, Wanda Fowler made a motion, which was seconded by Barry Frost to adjourn the meeting. The motion was approved.

Read & Approved

Frank Hill
Buddy Cetta
By [Signature]

Wanda Fowler
Secretary

Wanda Fowler

Brian absent