

Representative Policy Board
Nominating Committee
South Central Connecticut Regional Water District

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AGENDA

Special Meeting of Thursday, September 12, 2024 at 5:00 p.m.

1. Safety Moment
2. Approval of Minutes – August 28, 2024 special meeting
3. Discuss with Regional Water Authority Chairman and Chief Executive Officer the types of experience and other traits most needed by the Authority - *Upon 2/3 vote, convene in possible executive session pursuant to C.G.S. Section 1-200(6)(A) to discuss matters pertaining to performance and evaluation.*
4. Review and discuss Criteria to be Utilized in Recommending Appointment of a Candidate to the Five Member Authority
 - a. Develop and agree on draft selection guidelines for submission to the Representative Policy Board
5. Possible dates to meet with incumbent Authority member, Suzanne Sack
6. Determine next steps and key dates to complete the Committee's assignment
7. Establish future committee meeting dates

****Members of the public may attend the meeting via remote access. To view meeting documents, please visit <https://tinyurl.com/yensu7ur>. For questions, contact the board office at 203-401-2515 or by email at jslubowski@rwater.com.**

SAFETY MOMENT

CYBERSECURITY PHISHING

Cyber actors have conducted increasingly impactful attacks against U.S. entities on or around holiday weekends over the last several months. Cyber criminals, however, may view holidays and weekends—especially holiday weekends—as attractive timeframes in which to target potential victims, including small and large businesses.

What are common indicators of phishing attempts?

- Suspicious sender's address – look for altered or omitted characters
- Generic greeting and signature – Ex: "Dear Valued Customer"
- Spoofed hyperlinks and websites – spelling variations in hyperlinks
- Spelling and layout – poor grammar and sentence structure
- Suspicious attachments – **DO NOT OPEN!!!!**

Increase in phishing email is expected with holiday shopping and holiday travel season coming up.

Service – **Teamwork** – Accountability – **Respect** – Safety

**Tap Into
Safety**



Regional Water Authority



 Regional Water Authority

Representative Policy Board
Nominating Committee
South Central Connecticut Regional Water District
Minutes of August 28, 2024 Meeting

A special meeting of the Nominating Committee of the Representative Policy Board (“Committee”) of the South Central Connecticut Regional Water District (“RWA”) took place on Wednesday, August 28, 2024, via remote access. Chair Clifford presided.

Committee Present – Thomas P. Clifford III, Brian Eitzer, Mark Levine, and Jamie Mowat Young

Committee Absent – Jasper J. Jaser

Office of Consumer Affairs: Atty. Jeffrey Donofrio

Staff – Jennifer Slubowski

Chair Clifford called the meeting to order at 5:02 p.m. He reviewed the Safety Moment distributed to members.

Chair Clifford stated committee members have relevant experience with Nominating Committee procedures as outlined in the RPB Bylaws. No further discussion ensued.

He stated that the deadline for RPB candidacy was August 1st and no members indicated interest. Chair Clifford also noted that Ms. Sack is seeking reappointment at this time.

The Committee discussed the process for review and possible revisions to the Criteria to be Utilized in Recommending Appointment of a Candidate for the Five Member Authority (“Criteria”). Bylaws require edits to the Criteria be submitted to the Representative Policy Board (“RPB”) for review and comment ten days prior to the September meeting. Committee members discussed meeting with the President & CEO and Chair of the South Central Connecticut Regional Water Authority (“Authority”) to gather input on the Criteria as well as hold a discussion relative to the incumbent.

Chair Clifford acknowledged Atty. Donofrio, Office of Consumer Affairs, who had no suggested edits to the Criteria.

Next steps include meeting with the President & CEO and Chair of the Authority, and the incumbent.

The committee scheduled its next meeting for Thursday, September 12, 2024 at 5:00 p.m., via teams.

At 5:18 p.m., on motion made by Mr. Levine and seconded by Ms. Young, the Committee voted to adjourn the meeting.

Thomas P. Clifford III, Chair

RPB NOMINATING COMMITTEE

CRITERIA TO BE UTILIZED IN RECOMMENDING APPOINTMENT OF A CANDIDATE TO THE FIVE-MEMBER AUTHORITY

In developing the criteria or guidelines by which the qualifications of candidates for appointment to the Five Member Authority will be evaluated, consideration will be given to the Authority's current and future challenges and the organizations commitment to diversity. The successful candidate must be a dedicated and focused individual who will take a highly professional approach to the responsibilities of the position. It is expected that the candidate be a person of the highest personal integrity. It will be made clear to applicants that this is a twelve-month a year position that anticipates physical presence at meetings so that effective interaction between colleagues can take place. The following criteria are submitted for your review and comments.

Behavior/Characteristics Required

1. Ability to dissect and understand complex, multifaceted problems.
2. Ability to sense the "bigger picture" and maintain a strategic overview in addressing problems and planning solutions.
3. Ability to communicate ideas in a convincing and influential manner.
4. Ability to interact comfortably and effectively with a wide variety of people.
5. Ability and willingness to make timely and effective decisions.
6. Ability to function as a collaborative team member and modify plans and behavior when necessary to meet organizational goals.

Educational Background

1. Bachelor's degree or higher from a college or university, or equivalent experience.

Work and Organization Background

1. Applicants must have board or advisory board experience in either a for-profit or not-for-profit environment.
2. Applicants should have significant credentials in two or more of the following areas:
 - a. Private and/or public sector experience at the senior management level.
 - b. Direct responsibility for or significant involvement with large capital projects, programs, stakeholder engagement, regulatory compliance, and capital and operating budgets.
 - c. Senior level public utility experience.
 - d. Political, legislative, or utility regulatory agency involvement.
 - e. Environment and/or conservation land use experience or involvement.
 - f. Corporate finance and/or significant budget experience.
 - g. Substantial relevant legal experience with utility regulatory agency.
 - h. Possess good communication skills in both in-person and remote working environments.
 - i. Have a working knowledge of technical and engineering/operational processes.