

## BOARD OF DIRECTORS MEETING

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# MINUTES

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## REGULAR MEETING

Thursday, August 21, 2025

1:30 p.m.

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER**

The regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors was called to order in person, by teleconference, and remotely - Conference Access Information: Phone Number: (669) 444-9171, Code: 87136127235#, <https://dcdca-org.zoom.us/j/87136127235?from=addon> at 1:30 pm.

**2. ROLL CALL**

Board members in attendance from the DCA Boardroom were President Martin Milobar, Alternate Director Mark Gilkey sitting in for Director Gary Martin, Director Robert Cheng, Director John Weed and Director Miguel Luna. Alternate Director Dennis LaMoreaux, sitting in for Director Adnan Anabtawi, and Director Tony Estremera participated remotely.

Alternate Directors in attendance remotely were Sarah Palmer and Royce Fast. Alternate Director Jacquelyn McMillan and Alternate Director Michael Plinski attended from the DCA Boardroom; the Board Clerk captured their attendance for the record.

DCA staff members in attendance were Graham Bradner, Josh Nelson, Jessyca Sheehan, James Morrison, and Adrian Brown.

Department of Water Resources (DWR) staff member in attendance was Carrie Buckman.

**3. CLOSED SESSION**

No public comment requests were received for this item.

**4. OPEN REGULAR MEETING & PLEDGE OF ALLEGIANCE**

President Milobar opened the regular session at approximately 2:03 p.m. and asked Josh Nelson to report out on closed session. There were no reportable actions from the closed session.

**5. PUBLIC COMMENT**

No public comment requests were received for this item.

**6. APPROVAL OF MINUTES: June 18, 2025, Regular Board Meeting**

Recommendation: Approve the June 18, 2025, Regular Board Meeting Minutes

Motion to Approve Minutes from June 18, 2025, as

Noted:	Estremera
Second:	Luna
Yeas:	Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed
Nays:	None
Abstains:	None
Recusals:	None
Absent:	None
Summary:	7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as MO 25-08-01).

**7. DISCUSSION ITEMS:**

**a) August DCA Monthly Report**

*Informational Item*

DCA Executive Director, Graham Bradner, presented the Monthly Report for August 2025 activities to the Board. Mr. Bradner stated that DCA continues to provide engineering and environmental support to DWR as they work through the various permits. The project is currently at approximately a ten (10) percent concept level design. Engineering studies are being conducted to advance the overall project design level to approximately twenty (20) percent. Staff members are also preparing to update the cost estimate and Basis of Design Report (BODR) planned for early 2027, as well as working on the development of internal programmatic management plans, procedures, and workflows for transitioning to the delivery phase in 2027.

In regard to the budget overview, the Board approved the \$65M Budget for Fiscal Year (FY) 2025/26 . DCA has committed a total of \$55M through task orders and contracts. The variance is associated with the geotechnical fieldwork that is currently on hold. As of July, the work progress for vendors that have deliverables is at six (6) percent complete with five (5) percent of the committed budget spent. Small Business Enterprise/Disabled Veteran Business Enterprise (SBE/DVBE) committed contracts participation is one (1) percent, and of that, one (1) percent has been invoiced. The total expenditure for FY 2024/25 is approximately \$31.5M, which is roughly twenty-six (26) percent under the approved budget.

## Agenda Item 6a

Mr. Bradner then informed the Board that there are four (4) procurements that are ongoing: Employee Assistance Program, Executive Strategic Support Services, Primavera P6 Cloud Hosting, and various business services.

Lastly, the DCA Communications team is exploring the social media programs and updated a few fact sheets that can be found on the DCA website. The team also hosted a booth at the Building Industry Association (BIA) Southern California Water Conference.

Director Luna commended the functionality of the new digital version of the Monthly Report.

No further comments or questions were received from the Board, nor were any public comment requests received.

### b) **DCA Summer Internship Update**

#### *Informational Item*

DCA Human Resources Manager, Marcie Scott, provided a recorded video update regarding the DCA's Summer Internship Program. Ms. Scott gave a brief overview of the opportunities that the four (4) interns experienced over their summer internship program. The goals were to: learn about statewide water resource management issues, gain better understanding of public and private sector, observe a wide variety of career paths, learn from technical experts, and work in a professional setting.

President Milobar clarified that the program was eight (8) weeks.

Director Cheng acknowledged how programs like this are truly invaluable to creating the next generation of leaders.

DCA Treasurer, Katano Kaisaine, inquired about whether interns have been hired on the DCA.

Mr. Bradner informed the Board that some of the vendors have hired a few of the interns but not necessarily for this project.

Alternate Director Palmer provided a comment, emphasizing how life changing and how incredibly valuable these programs are for the interns.

No further comments or questions were received from the Board, nor were any public comment requests received.

c) **Sr. Leadership Spotlight – James Morrison, DCA Deputy Executive Director**

*Informational Item*

DCA Deputy Executive Director, James Morrison, provided a senior leadership spotlight presentation to the Board, highlighting some of his many achievements in his professional and personal life. Mr. Morrison obtained his master's degree in civil engineering at Michigan Technological University. This led to him starting a long career path, including being a Principal Engineering, Chief Executive Officer, and Vice President for different companies over the years. He then highlighted his 40 years of tunnel and underground construction experience and provided lessons learned from Gateway Development Commission that could be applied to this project. His role with the DCA is to assist Mr. Bradner in building the infrastructure of the DCA to be ready to implement the project.

President Milobar expressed his appreciation for Mr. Morrison's explanation of his background, and he is very pleased that he is a part of the team.

Director Cheng expressed a thought he has contemplated with regards to having a strong focused team going forward in the same direction on this project. He asked Mr. Morrison if he had any challenges with getting everyone motivated and on the same page at Gateway

Mr. Morrison stated that they worked diligently to ensure that they had the right people in the right place at Gateway. In regard to the Delta Conveyance Project (DCP), Mr. Bradner and he work well together as "one (1) voice".

Director Weed inquired about the governance structure of the Gateway project.

Mr. Morrison informed the Board of the number of representatives from New Jersey, New York, and Amtrak.

Director Luna asked Mr. Morrison what his biggest challenge was at Gateway and how he overcame it.

Mr. Morrison stated that obtaining the right people with the same mindset was the most difficult and expressed the importance of keeping the focus of moving things forward.

Director Gilkey asked if there is more or less interface management needed for the DCP.

Mr. Morrison informed the Board that interface management is the biggest challenge and the main focus for the executive office. Next year, DCA will be looking at how to most efficiently package and execute the work of the project.

Director Estremera expressed his confidence in Mr. Morrison and welcomed him to the project.

Alternate Director, Sarah Palmer, provided public comment, stating that she was impressed with the idea of having clean roles, streamlining and empowerment.

No further comments or questions were received from the Board, nor were there any additional public comment requests received.

**d) Sr. Leadership Spotlight – Jessyca Sheehan, DCA Communications Manager**

*Informational Item*

Mr. Bradner introduced DCA's Communications Manager, Jessyca Sheehan. Ms. Sheehan graduated from the University of California, Los Angeles (UCLA) with a bachelor's degree in English and French. Ms. Sheehan serves as a Board member for California Woman in Energy. Professionally, she has 20 years of experience leading high-impact strategic communications and public affairs campaigns focused on water, energy and infrastructure. Currently, she is the Executive Vice President at Lucas Public Affairs. She highlighted a few key projects she has worked on, including the Save Our Water campaign and the California Water Resilience Initiative. Her role with the DCA is to oversee internal and external communications across all areas and develop strategic communication plans.

President Milobar mentioned how impressed he was with Ms. Sheehan's range of experience as it directly correlates with this project.

Director Luna expressed his appreciation for Ms. Sheehan jumping right into the project.

Alternate Director Gilkey welcomed Ms. Sheehan onboard and expressed how important communication is.

Director Cheng welcomed Ms. Sheehan onboard and asked for tips on how to change the mindset of folk surrounding the project.

Director Estremera welcomed Ms. Sheehan to the project.

Alternate Director, Sarah Palmer, provided public comment, thanking Ms. Sheehan for her point about getting people to look at something past their initial responses.

No further comments or questions were received from the Board, nor were there any additional public comment requests received.

- e) Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide *Strategic Support Services* to Schnabel Engineering.

*Adopt Resolution*

DCA Chief Contracting Officer, Adrian Brown, provided a presentation to the Board for Agenda Items seven (7)e, seven (7)f, seven (7)g, seven (7)h, and seven (7)i. The DCA requires the services of professional consultant(s) to provide on-call executive strategic support services. In order to obtain those services, DCA conducted a Request for Qualifications (RFQ) for executive strategic support services, facilitation services, deputy executive director services, and human resources support services.

Staff recommended that the Board authorize the Executive Director to negotiate and execute five (5) year professional services agreements with Schnabel Engineering, National Constructors, Luster National Inc., Strategic Value Solutions, and Municipal Resource Group LLC.

Per the request of President Milobar and Director Cheng, Mr. Bradner provided more details about the scope of each contract and reiterated that it is to provide on-call support to the executive team.

Director Weed inquired about the strengths and qualifications of each of the executive strategic support services consultants.

Mr. Bradner informed the Board at a high level of the capabilities and expertise of the proposed awardees.

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Deputy Executive Director Services to Schnabel Engineering

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Deputy Executive Director Services to Schnabel Engineering, as

Noted:	Luna
Second:	Weed
Yeas:	Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed
Nays:	None
Abstains:	None
Recusals:	None

Absent: None

Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-15).

- f) **Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide *Strategic Support Services* to National Constructors.**

*Adopt Resolution*

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to National Constructors.

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to National Constructors, as

Noted: Milobar

Second: Luna

Yeas: Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-16).

- g) **Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide *Strategic Support Services and Facilitation Support Services* to Luster National, Inc.**

*Adopt Resolution*

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to Luster National, Inc.

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to Luster National, Inc., as

Noted: Estremera

Second: Weed  
Yeas: Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed  
Nays: None  
Abstains: None  
Recusals: None  
Absent: None  
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-17).

- h) **Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide *Facilitation Support Services* to Strategic Value Solutions.**

*Adopt Resolution*

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Facilitation Support Services to Strategic Value Solutions.

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Facilitation Support Services to Strategic Value Solutions, as

Noted: Cheng  
Second: LaMoreaux  
Yeas: Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed  
Nays: None  
Abstains: None  
Recusals: None  
Absent: None  
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-18).

- i) **Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide *Human Resources Support Services* to Municipal Resource Group, LLC.**

*Adopt Resolution*

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Facilitation Support Services to Municipal Resource Group, LLC.

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Facilitation Support Services to Municipal Resource Group, as

Noted: Gilkey  
Second: Estremera  
Yeas: Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed  
Nays: None  
Abstains: None  
Recusals: None  
Absent: None  
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-19).

- j) **Consider Passing Resolution Approving an Advocacy Policy and Delegation of Authority. Approve policy guidance for legislative and regulatory proposals.**

*Adopt Resolution*

Mr. Bradner opened with a brief explanation of the new Advocacy Policy (Policy) for the Board. This policy would formalize the DCA's historic practice for taking positions on legislative and regulatory proposals. Although not generally considered an advocate for the DCP, the DCA can take positions on proposals when doing so does not conflict with interests or policies advanced by any member agency that form the Joint Powers Agreement (JPA). If approved, staff would have the Board review and consider adjustments to the guidance on an annual basis, likely at the first meeting of each calendar year.

Mr. Bradner stated that this would allow the DCA to advocate for or take position on policies that improve the schedule, cost, and delivery of the project. The Policy would also allow for delegation of any response to those proposals at the discretion of the Board.

DCA General Counsel, Josh Nelson, further explained the process of the three (3) potential Board actions. The first would be approving the draft of the Policy as amended. The second would be to adopt Policy guidance which would help inform consideration of individual proposals as they move forward. It is anticipated that this guidance will be updated on an annual basis. The third would be the potential for the Board to consider delegating authority to someone to take position on behalf of the DCA under the Policy and informed by the guidance that is provided between Board meetings. If the Board declines to provide this delegation, then the DCA's position on any individual proposal would be approved by the Board at an agenda meeting.

President Milobar asked for clarification on if the Board has any choices as far as the steps that have been presented to them.

Mr. Nelson reiterated the steps that were explained earlier as a part of the three (3) potential Board actions.

President Milobar asked if they could assign the task to Mr. Bradner.

Mr. Nelson confirmed that they could appoint the Executive Director, Board Legislative Liaison, Board Officers or any person the Board thinks is the appropriate person(s).

President Milobar stated that he would be comfortable delegating the power to Mr. Bradner if the rest of the Board was comfortable with that as well.

Director Weed commented that the delegation of drafting documents is not an issue but requested that before they issue any Policy by any individual, it be reviewed by the Chair of the Board. The Chair can bring it to the entire Board if they feel it needs further approval.

Director Luna added that what this is trying to accomplish is not to relinquish the power of the Board, but to be able to take positions on items that relate to the DCP in a timely manner. He acknowledged that delegating authority to and trusting the Executive Director to make those decisions will allow for a timely response. He agreed that the President should provide the signature on letters.

Director Cheng mentioned that he appreciates this issue being surfaced and formalized. He knows there will be instances from time to time that out of necessity this body will be requested to provide input on an issue. He has full confidence in Mr. Bradner to make critical decisions.

Alternate Director LaMoreaux agreed with the suggestions made by the other Directors.

Director Weed suggested that any written communications should be reviewed by President Milobar since it then becomes a Board Policy.

Mr. Bradner further explained the priorities identified in the Board memo and reiterated the purpose of the Policy.

Mr. Nelson stated that if there was a proposed motion for the Board to consider it would be to approve the resolution adopting the Policy with the change that the Executive Director will be identified in section two (2), and to adopt the Policy guidance, which is set forth in the staff report.

Mr. Bradner asked for clarification on whether there was a need to acknowledge the role of the Board Chair and whether it's written or within the judgement of the Executive Director.

## Agenda Item 6a

Mr. Nelson informed the Board that there would be additional guidance needed. His understanding was that the delegation was to the Executive Director with an understanding that certain items would be coordinated with the Chair.

Director Weed stated that once the Policy is set forth and put in writing, it could take a life of its own. To protect the staff, it's good governance to have the representative of the Board make a concurrence in that release.

Director Estremera expressed his support for the Policy with Mr. Bradner consulting President Milobar as need be. He mentioned that if letters are being written or positions are being taken on behalf of the Board, then the Chair will be involved in signing letters. This will be if they must concur, express, or communicate what DCA's position might be on various legislative bill that arise, in which the Board has already discussed their support on.

Mr. Nelson thanked Director Estremera and added that with the delegation to Mr. Bradner, the Board can add language to the resolution clarifying that letters of support would be signed by President Milobar or DCA can simply take that as direction if there is delegation to Mr. Bradner with the understanding that would be the case.

President Milobar concurred with Director Weed's suggestion regarding written communication.

Mr. Bradner expressed to President Milobar that he is content with the Policy and understands the requirement of the Board in consulting with the Board chair prior to any written support that would be issued from the perspective of the DCA.

Alternate Director, Sarah Palmer, provided public comment, that she was in favor of the Policy, however it needs to be clear in the Policy that anything written needs to be signed by President Milobar.

No further comments or questions were received from the Board, nor were there any additional public comment requests received.

Recommendation: Approve Adopting Resolution Consider Passing Resolution Approving an Advocacy Policy and Delegation of Authority with the delegation of authority in Section 2 to the Executive Director. Approve policy guidance for legislative and regulatory proposals as set forth in the staff report, as

Motion to Approve Adopting Resolution Consider Passing Resolution Approving an Advocacy Policy and Delegation of Authority. Approve policy guidance for legislative and regulatory proposals, as

Noted: Estremera

Second: Luna  
Yeas: Milobar, Gilkey, Luna, Estremera, Cheng, LaMoreaux, Weed  
Nays: None  
Abstains: None  
Recusals: None  
Absent: None  
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-20).

**8. STAFF REPORTS AND ANNOUNCEMENTS:**

President Milobar mentioned that members of the public may address the DCA on matters pertaining to the Reports at this time.

No public comment requests were received for any of the staff reports.

**a. General Counsel's Report**

Mr. Nelson informed the Board that he has no verbal report to provide.

No comments or questions were received from the Board.

**b. Treasurer's Report**

DCA Treasurer, Katano Kasaine, informed the Board that the written report was included in the meeting packet. As of June 30, 2025, the ending cash balance was \$815,446.

No comments or questions were received from the Board.

**c. DCP Communications Report**

Ms. Sheehan informed the Board that their team officially joined on July 1<sup>st</sup>, 2025. The team is currently focused on updating informative materials to ensure that the language is clear, modern, professional, and consistent. They are also relaunching DCA's social media and looking at upcoming events to ensure that DCA has a presence where appropriate.

President Milobar asked Ms. Sheehan if she has experienced any misunderstandings from different parts of the community surrounding the DCP.

Ms. Sheehan expressed that she believes there is a need for more concise messaging and reiterated that this is a priority for the Communications team.

No further comments or questions were received from the Board, nor were any public comment requests received.

**d. DWR Environmental Report**

DWR Environmental Manager, Carrie Buckman, informed the Board that there is a lot of environmental permitting going on currently. This includes the Water Rights hearing,

Endangered Species Act, Delta Plan Consistency, and Accountability Action Plan. Additional details are included in the written report.

Director Luna expressed how appreciative he is of the work being done behind the scenes as there is a great deal of coordination happening.

President Milobar asked Ms. Buckman what effect the trailer bill has on the project.

Ms. Buckman explained that while she does not have an official answer, there is a tremendous effort going on surrounding the trailer bill. There has also been a great show of support from the community and the groups that know how important the project is.

No further comments or questions were received from the Board.

**e. Verbal Reports, if any**

Director Cheng echoed Director Luna's appreciation for all the ongoing efforts from everyone involved in the various moving parts of the project and behind the scenes

No further comments or questions were received from the Board.

**9. FUTURE AGENDA ITEMS:**

None.

**10. ADJOURNMENT:**

President Milobar adjourned the meeting at 4:11 p.m., remotely-Conference Access Information:  
Phone Number: (669) 444-9171, Code: 87136127235#, <https://dcdca-org.zoom.us/j/87136127235?from=addon>