



Legal and Claims Committee

Amend the MWD Administrative Code to Modify the Committees

Item 7-2

March 10, 2026

Presented by: Marianne Greene

Item # 7-2

Amend the Administrative Code

Subject

Approve amendments to the Metropolitan Water District Administrative Code to modify the structure and duties of existing committees to accommodate a new committee, and make other minor non-substantive changes; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA

Purpose

Add an Ethics Committee change the schedules of the Audit and CWC Committees to meet only when needed

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Add a New Ethics
Committee

Recommendation

Approve amendments to the MWD Administrative Code to add an Ethics Committee and enable the CWC and Audit Committees to only meet when necessary

Fiscal Impact: None

Budgeted: N/A

Presentation Length: 5 minutes

Adds the New Committee

Sections 2400, 2491,
2492, 2493

New Ethics Committee

- Amends Section 2400 to add an Ethics Committee to the Standing Committees
- Amends Section 2491 by shifts the five ethics-related duties from CWC Committee to the new Ethics Committee
- Adds Ethics Committee Sections 2492 (for meetings) and 2493 (for duties and functions)

Ethics Officer Reporting Duties

Sections 6416, 6450(b), 6470(a), (e) and (i), 6471(d), 6472(a) and (b), 7405(a) and (b), and 7412(e)

Shifting Reports from CWCC to Ethics

- Section 6416 - Annual report
- Sections 6450, 6472 - Business plan, reports
- Section 6470 - Power and duties generally
- Section 6471 - Professional services contracts
- Section 7405 - Investigations of Officers
- Section 7412 - Conferring with Chairs

Pending investigation status reports and consultant contract reports will both change to monthly reports.

Meetings Only When Necessary

Sections 2420 and 2490

Audit and Workplace Culture Meetings

- Currently Audit Committee meetings are quarterly; and CWC Committee's are monthly.
- The amendments will allow these two committees to meet as needed thus replacing their fixed schedules
- These committees will still retain their subject matter jurisdiction thus maintaining them as Standing Committees

Other Changes

Minor Non-substantive Cleanups.

- Capitalizing Standing Committee in Section 2402 for internal consistency
- Adding “and” in the list of Ethics Officer related items at Section 6470(e).
- Include the Chief Equal Employment and Opportunity Officer in Section 2491(b)

Board Options

Option #1

Approve amendments to the Metropolitan Water District Administrative Code to modify the structure and duties of existing committees to accommodate a new committee, and make other minor non-substantive changes

Option #2

Do not approve amendments to the Metropolitan Water District Administrative Code to modify the structure and duties of existing committees to accommodate a new committee, and make other minor non-substantive changes

Staff
Recommendation

Option #1

Approve amendments to the Metropolitan Water District Administrative Code to modify the structure and duties of existing committees to accommodate a new committee, and make other minor non-substantive changes

