

**RUBIDOUX COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

**MINUTES OF SPECIAL BOARD MEETING
Thursday, March 12, 2026**

DIRECTORS PRESENT: Diana Leja
Hank Trueba Jr.,
John Skerbelis
Bernard Murphy
Leslie Altamirano

STAFF PRESENT: Brian Laddusaw, General Manager
Brandon Thomas, Assistant General Manager

VISITORS (SIGNED IN): Melissa Kuehne, Institute for Local Government
Consultant
Jennifer King, Institute for Local Government Consultant

ITEM 1. CALL TO ORDER

The special board meeting of the Board of Directors of the Rubidoux Community Services District was called to order by President Leja at 4:00 p.m. on Thursday, March 12, 2026, held in person and via teleconference at the District's Administrative Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 2. PLEDGE OF ALLEGIANCE – General Manager

ITEM 3. ROLL CALL – General Manager

ITEM 4. PUBLIC COMMENTS – None

ITEM 5. ACTION / DISCUSSION ITEMS

**A. DM 2026-19: Board Governance Education and Training Workshop – Consultant:
Institute for Local Government**

BACKGROUND:

Effective governance is fundamental to the success of any public agency. Governing boards establish the organization's vision, adopt policies, provide strategic oversight, and ensure accountability to the communities they serve. Strong governance practices help foster productive

relationships between elected officials and executive staff, improve decision-making processes, and support transparency and public trust.

To support continued organizational effectiveness and strengthen governance practices, the Rubidoux Community Services District (“District”) has engaged the Institute for Local Government (ILG) to facilitate a Board Governance Education and Training Workshop. The workshop is designed to provide a governance refresher for the District’s Board of Directors and executive leadership, reinforce best practices for high-performing governing teams, and assist in identifying potential updates or enhancements to the District’s governance policies and tools.

ILG specializes in governance education for local public agencies and works with governing boards to strengthen leadership practices, clarify roles and responsibilities, and promote collaborative relationships between elected officials and staff.

Discussion

As part of the engagement, ILG conducted assessment interviews with individual Board members to better understand the Board’s current governance practices, expectations for the workshop, and potential opportunities for strengthening collaboration and leadership effectiveness. The consultant will summarize key themes from these interviews during the workshop to facilitate discussion among Board members.

The training session will be conducted as a workshop focused on the foundational principles of effective governance, leadership dynamics, and communication among governing teams. The workshop will explore the attributes commonly associated with high-performing governing boards, including clear roles and responsibilities, constructive communication, effective meeting practices, and a culture of accountability and mutual respect.

Board members will also participate in a leadership self-assessment exercise and facilitated discussion focused on effective public-sector leadership and the dynamics that contribute to strong governing teams. Additional discussion will focus on communication and leadership styles, providing an opportunity for participants to better understand how differing approaches to communication and decision-making can influence board deliberations and collaboration.

The workshop will also provide an overview of governance tools and policies frequently used by high-performing public agencies, such as board norms, governance handbooks, policy frameworks, and meeting protocols. Through facilitated discussion, the Board will have the opportunity to consider which tools may be beneficial for the District to adopt or utilize more consistently moving forward.

The training will conclude with a reflection exercise allowing participants to identify key takeaways and potential next steps for strengthening governance practices at the District.

Organizational Benefits

Governance training provides significant value to public agencies by strengthening alignment between elected officials and executive leadership. High-functioning governing boards operate most effectively when there is a shared understanding of roles, expectations, and decision-making processes. Governance education helps reinforce these principles while encouraging open communication, collaborative leadership, and thoughtful policy development.

For organizations such as the District that provide essential public services, maintaining strong governance practices supports more effective strategic planning, clearer policy direction, and improved oversight of complex operational responsibilities. Periodic governance training also provides an opportunity for governing teams to reflect on how they work together, reinforce shared goals, and ensure governance structures continue to support the long-term mission of the organization.

BOARD DELIBERATION / ACTION

The Board participated in an interactive governance training workshop facilitated by representatives from the Institute for Local Government. The session included a presentation of key themes identified through individual Board member interviews, followed by facilitated discussion among Board members and staff.

Board members engaged in dialogue regarding governance roles and responsibilities, communication practices, and the characteristics of effective governing teams. The Board also participated in a leadership self-assessment exercise and discussed varying communication and leadership styles, with an emphasis on how these factors influence Board dynamics and decision-making processes.

Discussion included consideration of governance tools and best practices commonly utilized by high-performing public agencies, such as board norms, policy frameworks, and meeting protocols. Board members provided general feedback and shared perspectives on opportunities to enhance governance practices and strengthen collaboration.

The workshop concluded with a reflection on key takeaways and potential areas for future focus. This item was informational in nature, and no formal action was taken by the Board.

Break at 5:58 PM. Resume at 6:16 PM.

ITEM 6. DIRECTORS COMMENTS AND REQUESTS – None

ITEM 7. NEXT MEETING

Thursday, March 19, 2026, at 4:00 p.m.

ITEM 8. ADJOURNMENT

President Leja adjourned the meeting at 7:07 p.m.