

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



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## INTERIM EXECUTIVE OFFICER

Arne Anselm

October 23, 2024

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT:** Agency Executive Officer Position Duties and Qualifications – *(New Item)*

**RECOMMENDATION:** Receive and discuss a draft position description of duties and qualifications of the Agency Executive Officer.

## DISCUSSION:

The adopted Fiscal Year 2024/25 budget includes a full-time Agency Executive Officer. The Agency has never directly recruited and hired an Executive Officer. A draft job description for the Executive Officer position has been developed for discussion purposes (attached as Exhibit 23A).

## CONCLUSION:

This letter has been reviewed by Agency Counsel. If you have any questions, please call me at (805) 654-3942.

Sincerely,

A handwritten signature in black ink, appearing to read "Arne Anselm", written over a light blue horizontal line.

Arne Anselm  
Interim Executive Officer

Attachment:

Exhibit 23A – Draft Executive Officer Job Description