



### Designation of an Interim Executive Officer

**Requested Action:** Designate Susan Sims as Interim Executive Officer for the California Water Commission to facilitate the startup and carry out the daily operation of the organization until a permanent executive officer is selected and hired.

#### Recommendation

In order to provide for operational efficiency and effective management of staff and resources at the earliest possible time, staff recommends that the Commission adopt the following resolution.

“The California Water Commission hereby designates Susan Sims as interim Executive Officer to administer and manage the day-to-day operations of the Commission, under the general guidance, and at the pleasure of, the commission.”

#### Background

Water Code Section §163 allows the Commission to hire an executive officer, exempt from civil service. Pending recruitment of a permanent executive officer and authorization to hire full-time Commission staff, the Department of Water Resources will redirect existing personnel resources to support the Commission’s activities.

Ms. Sims is currently the Chief Deputy Director of DWR and was appointed to that position in October of 2008. Her primary responsibilities include advising and assisting the Director in developing and implementing departmental policies, and managing day to day administrative, communications and programmatic activities.

Prior to assuming her current role, Susan served as DWR's Public Affairs Director from 2004 to 2008. Susan's state career began as Speechwriter and Deputy Cabinet Secretary for Governor George Deukmejian. Susan also worked in the California Environmental Protection Agency for 13 years, including five years as a Policy Advisor at the Integrated Waste Management Board. In this capacity, Ms. Sims’ responsibilities included researching and preparing policy issues and other agenda items for consideration by the Board.

A graduate of the University of California at Los Angeles with a degree in Political Science, Ms. Sims is also a graduate of the Leadership California program and has a management certificate from California State University, Sacramento.