



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

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September 12, 2019

**AGENDA FOR A MEETING
OF THE ORGANIZATIONAL EXCELLENCE COMMITTEE
OF THE PALMDALE WATER DISTRICT**
**Committee Members: Gloria Dizmang-Chair, Kathy Mac Laren
to be held at the District's office at 2029 East Avenue Q, Palmdale**

THURSDAY, SEPTEMBER 19, 2019

4:30 p.m.

NOTE: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

PUBLIC COMMENT GUIDELINES: **The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted, and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)**

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Roll call.
- 2) Adoption of agenda.
- 3) Public comments for non-agenda items.
- 4) Action Items: (The public shall have an opportunity to comment on any action item as each item is considered by the Committee prior to action being taken.)

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys



- 4.1) Consideration and possible action on approval of minutes of meeting held August 29, 2019.
- 4.2) Consideration and possible action on Diversity and Inclusion Training scheduled for December 12, 2019. (\$7,000.00 – Budgeted – Human Resources Director Emery)
- 4.3) Consideration and possible action on the District's benefits package. (Human Resources Director Emery/General Manager LaMoreaux)
- 5) Information items.
 - 5.1) Status on ensuring the District of Distinction and transparency renewal is filed in 2019. (Organizational Excellence Committee Goal)
 - 5.2) Other.
- 6) Board members' requests for future agenda items.
- 7) Date of next Committee meeting.
- 8) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: September 11, 2019 **September 19, 2019**
TO: ORGANIZATIONAL EXCELLENCE COMMITTEE **Committee Meeting**
FROM: Jennifer Emery, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.2 – CONSIDERATION AND POSSIBLE ACTION ON DIVERSITY AND INCLUSION TRAINING SCHEDULED FOR DECEMBER 12, 2019. (\$7,000.00 – BUDGETED – HUMAN RESOURCES DIRECTOR EMERY)***

Recommendation:

Staff recommends that the Committee approve the Diversity and Inclusion Training through Eric Bailey.

Impact of Taking No Action:

Palmdale Water District staff would not have this training.

Background:

The Palmdale Water District has a diverse workforce which resides in a diverse and vibrant community. As such, it is important for staff to be cognizant of many different cultures and foster inclusiveness within our staff and within our community.

Eric Bailey is a lauded diversity/inclusiveness trainer who gives significant discounts to government entities in order to do his part to give back to communities.

Strategic Plan Initiative/Mission Statement:

This work is part of Strategic Plan Initiative No. 2 – Organizational Excellence

This item directly relates to the District’s Mission Statement.

Budget:

No additional cost to budget.

Supporting Documents:

- Contract and Biography

September 8, 2019

RE: Confirmation Letter / Letter of Agreement

Dear Ms. Emery:

This letter will serve as a confirmation of your coordination with Eric M. Bailey (Mr. Bailey), President of Bailey Strategic Innovation Group (BSIG), and as a Letter of Agreement. Mr. Bailey will be the facilitator for the Palmdale Water District (The Client) Diversity and Inclusion Workshop (The Event):

Date:	December 12, 2019
City, State:	Palmdale, CA
Time:	Two (2) Sessions between Two (2) and Three (3) hours each
Working Session Title:	Why Diversity Training Doesn't Work: A NEW Conversation on Bias, Inclusion, and Privilege
Flight, Hotels, Ground Transportation, Meals:	BSIG will cover all travel-related expenses including flights, hotels, ground transportation, and meals. The Client WILL NOT reimburse BSIG for any travel expenses.
Book Signing:	Mr. Bailey will make available copies of his bestselling book, <i>The Cure for Stupidity: Using Brain Science to Explain Irrational Behavior</i> , for attendees to purchase and have signed. Cost will be \$20/book and BSIG will accept cash or credit (Not paid by The Client)
Speaking Fees:	The Client agrees to pay speaking fees as outlined below.
Additional Considerations:	Please see the "Notes" section (page 3) for considerations regarding: cancellations, recordings, room set-up, technology, and walkthrough.

Standard Workshop Fee:	\$2,000 per presentation hour 12,000 total
Fee Discounts: <i>New Partner Discount, Serve Those Who Serve Discount, Special Consideration Discount</i>	\$5,000
Final Workshop Fee: (Not to Exceed Amount)	\$7,000

PAYMENT: Please select a payment option, sign, scan and email this page to our office as soon as possible (Before Friday September 20, 2019).

- Option 1.** One hundred percent (100%) now (\$7,000 due by Sep 20, 2019)
- Option 2.** One hundred percent (100%) due on the day of the keynote (\$7,000 due on or before December 12, 2019)

If paying by check: Make checks payable to “Bailey Strategic Innovation Group”.

Please mail checks to:

Bailey Strategic Innovation Group
625 West Deer Valley Road Suite 103-470
Phoenix, AZ 85027

If paying by credit card, please email our office for detailed instructions. NOTE there is a 3% Processing fee for Credit Card Payments.

Our goal is to build a partnership with Palmdale Water District. As such, we understand that this agreement must be mutually beneficial. If there is anything in this Letter of Agreement about which you have any questions or would like additional information, please call Mr. Bailey at 480-559-9954. If everything is satisfactory, please sign one copy of the agreement and return it immediately by email to hold the date, then mail a hard copy with payment.

Cordially,
Jamie Bailey
Chief of Operations, Bailey Strategic Innovation Group

Agreed and accepted

Countersigned

_____/_____
Signature / Date

_____/_____
Signature / Date

Please Print Name

Jamie Bailey | BSIG

NOTES

1. **Holding Dates:** Because of the numerous inquiries we receive, and our desire to serve our partners with an immediate answer, we do not hold dates. If the Letter of Agreement is not returned by the date specified on Page 2 of this agreement, we will not be able to hold any dates on our calendar.
2. **Cancellation:** Mr. Bailey is committed to his partners and has never cancelled an engagement or failed to appear for an engagement. If this should occur, you will be sent a full refund for the amount of any prepayment associated with this Letter of Agreement.
3. **Recording:** If there will be official visual recordings made of the presentation, raw audio/video will be made available to BSIG. Permission for the audio and/or visual recordings, for non-commercial use, must be made through BSIG. To reproduce the audio and/or video for additional training or marketing would require a separate conversation and may incur an additional charge.
4. **Room Setup:** Mr. Bailey will provide an engaging experience for attendees.
 - For keynotes and presentations at conferences, Mr. Bailey is very flexible but does require some basic tools. The venue should have reasonably large projection screen(s) and speakers to allow each attendee to clearly see the visual presentation and hear the audio; wireless lavalier microphone or other non-podium, hands-free microphone if the room requires vocal amplification.
 - For workshops, In addition to projection screens, speakers, and audio amplification, Mr. Bailey requires flipcharts (preferably Post-It sticky flip charts) and easels. Table arrangement is preferred to be “pod-style” where there are round or square tables around the room with chairs arranged in such a way that no chairs have their back to the screens.
5. **Technology:** Mr. Bailey uses his own computer and presentation clicker for his presentations. He uses a MacBook Pro and will bring all connectors necessary for HDMI, DVI, and VGA projectors. The slide presentation will be 16x9 with audio and video that will not need access to the Internet.

ERIC M. BAILEY

The Wilbur Wright of Human Communication T

Eric M. Bailey is the bestselling author of *The Cure for Stupidity* and the president of Bailey Strategic Innovation Group, one of the fastest-growing human communication consulting firms in the United States. Eric has a diverse set of experiences that includes helping NFL All-Pro Larry Fitzgerald pet a rhinoceros, doing barrel rolls in an F-16, and chatting with LL Cool J on the campus of Harvard University.



Eric is the creator of the Principles of Human Understanding™, a leadership and communication methodology based in brain science and psychology. Eric's unique style blends fact and emotion and finds ways to appeal to the analytical thinkers, the emotional feelers, and everyone in between. Eric has a unique ability to communicate seemingly complex concepts in practical, easy-to-comprehend ways, aiding in self-awareness and knowledge retention.

Eric has been featured on CNN, Huffington Post, Forbes, the Like a Real Boss Podcast and has helped leaders and teams across the world see common problems from new and different perspectives. Eric works with Google Inc, the US Air Force, Los Angeles County, the City of St. Louis, MO, Phoenix Police Department and many more. Eric also runs a YouTube series of 2-minute executive lessons called The Walking Meeting (www.TheWalkingMeeting.com).

Eric has a Master's Degree in Leadership and Organizational Development from Saint Louis University and is a lifetime learner of human and organizational behavior. When not working or researching, you can find Eric and his wife, Jamie racing on their road bikes, being cheered on by their three children.



September 3, 2019

RECEIVED

SEP 05 2019

Dennis LaMoreaux, SDA
Palmdale Water District
2029 E. Avenue Q
Palmdale, CA 93550

RE: District Transparency Certificate of Excellence Approval

Dear Mr. LaMoreaux:
Congratulations! Palmdale Water District's District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, Palmdale Water District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Included in this letter is your window cling and year stickers, so that your district may showcase this important accomplishment.

Congratulations and thank you for your dedication to excellence in local government.

Most sincerely,

A handwritten signature in black ink, appearing to read 'David Aranda', written in a cursive style.

David Aranda
SDLF Board President