

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, AUGUST 6, 2024:

A meeting of the Personnel Committee of the Palmdale Water District was held Tuesday, August 6, 2024, at 2029 East Avenue Q, Palmdale, CA 93550. Chair Kellerman called the meeting to order at 8:30 a.m.

1) Roll Call.

Attendance:

Committee:

Scott Kellerman, Chair

Kathy Mac Laren-Gomez,

Committee Member

Others Present:

Dennis LaMoreaux, General Manager

Angelica Garcia, Human Resources Director

Judy Shay, Public Affairs Director

Vincent Dino, Alt. Committee Member

Danielle Henry, Executive Assistant

1 member of the public

2) Adoption of Agenda.

It was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no 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.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held June 19, 2024.

It was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held June 19, 2024, as written.

4.2) Consideration on a Recommendation to Approve Reclassification of the Plant Operator III Position to Operations Supervisor. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the current Plant Operator positions and staff's recommendation to reclassify the Plant Operator III position to an Operation Supervisor position, adding management flexibility for the Leslie O. Carter Water Treatment Plant and the designation of a Chief Plant Operator, and after a brief discussion of succession planning, of the proposed salary range, and clarification that the Plant Operator III title would be eliminated, it was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to approve the recommendation of the reclassification of the Plant Operator III Position to Operations Supervisor and that this item be presented to the full Board for consideration at the August 26, 2024 Regular Board Meeting.

4.3) Consideration on a Recommendation to Approve a New Method of Calculating the District's Coverage of Benefit Premiums. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the current policy for calculating the District's coverage of benefit premiums and staff's recommendation to implement a new standardized method of calculating coverage based on full coverage of dental and vision at the lowest family tier plan and the addition of the blended average of the non-high deductible medical plan premium increases up to 10% to the prior year's coverage amount, excluding any decreases, and after a brief discussion of continuing the District's competitive benefit packages for retaining and recruiting staff, of the medical plans favored by staff, and of the Committee's request to review future premium increases that exceed 10%, it was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to approve the recommendation of a new method of calculating the District's coverage of benefit premiums and that this item be presented to the full Board for consideration at the August 26, 2024 Regular Board Meeting.

5) Reports:

5.1) Human Resources Director Garcia:

a) Update on Employee Events.

Human Resources Director Garcia provided an update on the District's site security patrol and staff recruitments and stated that a new hire tour is scheduled for September 26; that the employee holiday event will be held December 20 at the Hellenic Center; that the August 22 Engagement Committee Meeting will focus on creating a District-wide action plan as identified through the Employee Survey brainstorming sessions; that staff is preparing for Water Professional Appreciation Week scheduled for the week of October 7; and that staff will be conducting a thorough review of job descriptions and requirements to identify additional opportunities for succession followed by a brief discussion of staff's feedback from this year's employee summer event at MB2 in Santa Clarita compared to the 2023 event at Knott's Berry Farm, of the site security patrol reporting, and of a future Board presentation regarding the Employee Survey action plans.

b) Other.

There were no other reports.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

There was no date set for the next Personnel Committee meeting.

8) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned at 9:01 a.m.



Chair