



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

W. SCOTT KELLERMAN
Division 1

DON WILSON
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN-GOMEZ
Division 4

VINCENT DINO
Division 5

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys

May 19, 2022

AGENDA FOR A MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT TO BE HELD AT 2029 EAST AVENUE Q, PALMDALE OR VIA TELECONFERENCE

Committee Members: Kathy Mac Laren-Gomez-Chair, Vincent Dino

FOR THE PUBLIC: VIA TELECONFERENCE ONLY
DIAL-IN NUMBER: 571-748-4021 ATTENDEE PIN: 117-596-168#
Submit Public Comments at: <https://www.gomeet.com/117-596-168>

WEDNESDAY, MAY 25, 2022
4:00 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.)



- 4.1) Consideration and possible action on approval of minutes of meeting held March 29, 2022.
- 4.2) Consideration and possible action on matching the Joint Powers Insurance Authority Wellness Program Grant. (Up to \$2,000.00 – Budgeted – Budget Item No. 1-08-4070-000 – General Manager LaMoreaux)
- 4.3) Consideration and possible action on a recommendation for the 2022 Internship Program. (Amount to be Determined – Non-Budgeted – Human Resources Director Barragan-Garcia)
- 4.4) Consideration and possible action on a recommendation to update Organization Chart to move the Maintenance Workers position into the Operations Technician family. (No Budget Impact – Assistant General Manager Ly)
- 4.5) Discussion of employee events. (Director Mac Laren-Gomez)
- 5) Reports.
 - 5.1) Human Resources Director Barragan-Garcia:
 - a) 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: May 19, 2022 **May 25, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Adam Ly, Assistant General Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
 Ms. Angelica Barragan-Garcia, Human Resources Director
RE: ***AGENDA ITEM NO. 4.4 – CONSIDERATION AND POSSIBLE ACTION ON A RECOMMENDATION TO UPDATE ORGANIZATION CHART TO MOVE THE MAINTENANCE WORKERS POSITION INTO THE OPERATIONS TECHNICIAN FAMILY. (NO BUDGET IMPACT – ASSISTANT GENERAL MANAGER LY)***

Recommendation:
 Staff recommends that the Board approve the changes in the Organization Chart to move the Maintenance Workers position into the Operations Technician family.

Alternative Options:
 The District can leave the Organization Chart as-is.

Impact of Taking No Action:
 The District will not have the flexibility to fill the position as needed when there is a vacancy.

Background:
 Currently, the District’s Organization Chart has the Maintenance Workers family separated from the Operations Technician family. Position is allocated by the Board into each job family.

The District wants to retain our personnel and to train them for job progression. Our Maintenance Worker provides many task supports to our Operations Tech. During this process, the Maintenance Worker attains his/her experiences and certifications. When the person is qualified and there is a need, we want to be able to promote the Maintenance Worker to Operations Technician. The Operations Technician can continue to support the necessary maintenance required by the District.

This change will not affect the number of active personnel positions.

Strategic Plan Initiative/Mission Statement:
 This item is under Strategic Initiative No. 2 – Organization Excellence.
 This item directly relates to the District’s Mission Statement.

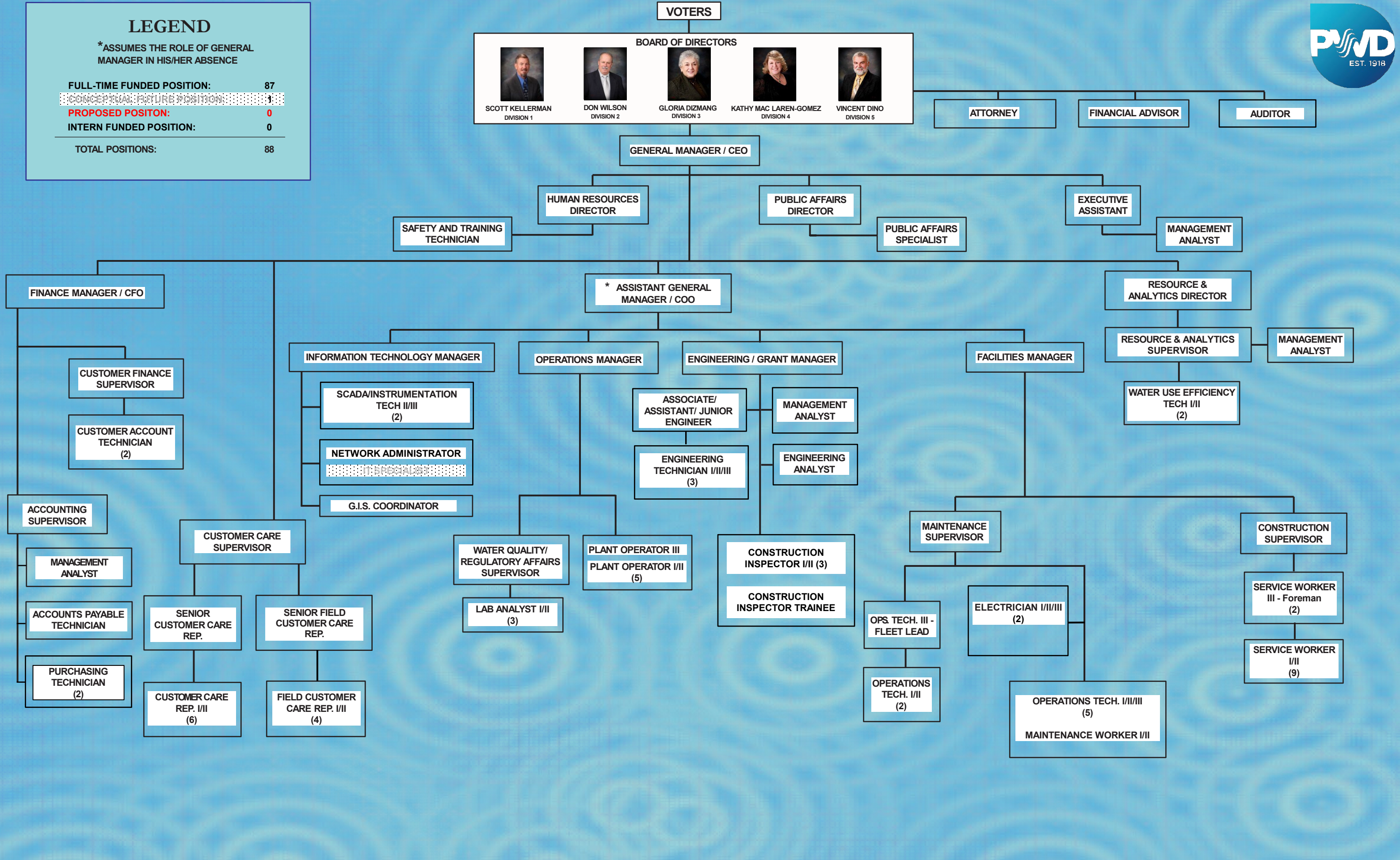
Budget:
 No Impact.

Supporting Documents:

- Organization Charts



| LEGEND | |
|---|----|
| *ASSUMES THE ROLE OF GENERAL MANAGER IN HIS/HER ABSENCE | |
| FULL-TIME FUNDED POSITION: | 87 |
| CONCEPTUAL/FUTURE POSITION: | 1 |
| PROPOSED POSITION: | 0 |
| INTERN FUNDED POSITION: | 0 |
| TOTAL POSITIONS: | 88 |

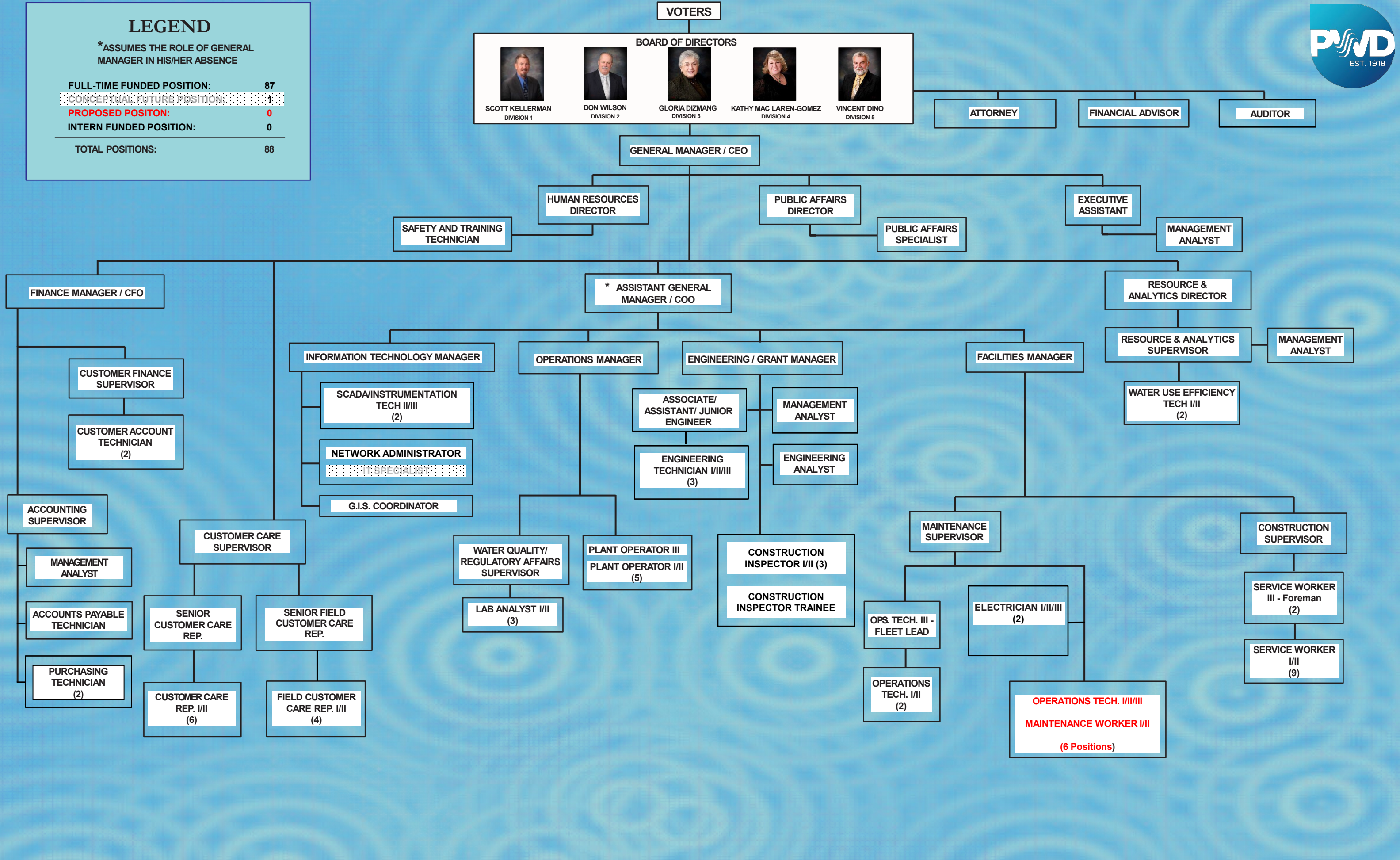


PALMDALE WATER DISTRICT ORGANIZATIONAL STRUCTURE

CURRENT



| LEGEND | |
|---|----|
| *ASSUMES THE ROLE OF GENERAL MANAGER IN HIS/HER ABSENCE | |
| FULL-TIME FUNDED POSITION: | 87 |
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PALMDALE WATER DISTRICT ORGANIZATIONAL STRUCTURE

PROPOSE