

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, MAY 25, 2022:

A meeting of the Personnel Committee of the Palmdale Water District was held Wednesday, May 25, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Mac Laren-Gomez called the meeting to order at 4:00 p.m.

1) Roll Call.

Attendance:

Committee:

Kathy Mac Laren-Gomez, Chair
Vincent Dino,
Committee Member

Others Present:

Dennis LaMoreaux, General Manager
Adam Ly, Assistant General Manager
Angelica Barragan-Garcia, Human Resources Director
Judy Shay, Public Affairs Director
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dino, seconded by Chair Mac Laren-Gomez, 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 March 29, 2022.

It was moved by Committee Member Dino, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held March 29, 2022, as written.

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)

General Manager LaMoreaux proposed matching the JPIA Wellness Grant with funds from the JPIA Workers Compensation refund, and after a brief discussion, it was moved by Committee Member Dino, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting to match the Joint Powers Insurance Authority Wellness Program Grant up to \$2,000.00 with funds from the JPIA Workers Compensation refund.

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)

Human Resources Director Barragan-Garcia provided an overview of staff's efforts to develop a paid Internship Program for 2022, and after a brief discussion of the proposed pay range, it was moved by Committee Member Dino, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to approve a 2022 paid Internship Program and that this item be presented to the full Board for consideration.

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)

Assistant General Manager Ly provided an overview of staff's proposed revision to the Organization Chart for the Maintenance Worker position, and after a brief discussion of job progression, it was moved by Committee Member Dino, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to update the Organization Chart to move the Maintenance Worker position into the Operations Technician family and that this item be presented to the full Board for consideration.

4.5) Discussion of Employee Events. (Director Mac Laren-Gomez)

After a brief discussion of past employee events and holiday parties, it was recommended that the staff Employee Events Committee review events preferred by District staff and bring ideas back to the Committee for discussion.

5) Reports:

5.1) Human Resources Director Barragan-Garcia:

a) Other.

Human Resources Director Barragan-Garcia stated that COVID-19 cases are increasing; that the District has had a few non-work-related exposures; and that mitigation measures and Cal-OSHA Temporary Standards continue to be followed by District staff.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

It was stated that the next Personnel Committee meeting will be held July 27, 2022 at 4:00 p.m.

8) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned at 4:19 p.m.


Chair