

**MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE
WATER DISTRICT, JANUARY 11, 2022:**

A meeting of the Personnel Committee of the Palmdale Water District was held Tuesday, January 11, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Mac Laren-Gomez called the meeting to order at 8:00 a.m.

1) Roll Call.

Attendance:

Committee:

Kathy Mac Laren-Gomez, Chair
Amberrose Merino,
Committee Member

Others Present:

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

2) Adoption of Agenda.

It was moved by Committee Member Merino, 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 August 18, 2021.

It was moved by Committee Member Merino, 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 August 18, 2021, as written.

4.2) Consideration and Possible Action on an Additional Stipend for Directors Opting Out of the District's Medical Insurance Plan. (Budget Impact – To Be Determined – Director Dino/Human Resources Director Barragan-Garcia)

Human Resources Director Barragan-Garcia provided an overview of the proposed additional stipend for Directors opting out of the District's medical insurance plan, and after a brief discussion of the Director's compensation and budget, of General Counsel's opinion on this matter, and of other agencies providing this benefit, it was determined that staff obtain additional information regarding the Directors' eligibility to participate in the District's deferred compensation plan, accounting for the Directors' budget, and the stipend as taxable earnings and present this information for consideration at the next Personnel Committee meeting.

There was no action taken on this item.

4.3) Consideration and Possible Action on Amendment No. 1 to Contract Services Agreement With JP Group, LLC, Formerly Jeffrey B. Love and Associates, LLC. (\$10,000.00 – Budgeted – Budget Item No. 1-02-5070-007 – Human Resources Director Barragan-Garcia)

Human Resources Director Barragan-Garcia provided an overview of the proposed Contract Services Agreement with JP Group, LLC and the amount of the proposed Agreement, and after a brief discussion of the services included in the Agreement, it was moved by Committee Member Merino, 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 the Contract Services Agreement with JP Group, LLC, formerly Jeffrey B. Love and Associates, LLC in the not-to-exceed amount of \$5,000.00 per incident and not-to-exceed \$10,000.00 annually.

5) Reports:

5.1) Human Resources Director Barragan-Garcia:

a) Personnel Policy Effects of COVID-19 Event.

Human Resources Director Barragan-Garcia stated that recent Los Angeles County and CDC COVID-19 guidelines minimize quarantine periods from 10-14 days

to 5 or more days, depending on the case; that staff is reviewing the District's COVID-19 Prevention Program Policy to incorporate this change; that clarification has been provided regarding who is considered fully vaccinated; and that the District has been fortunate to date that COVID-19 has not impacted the workplace, and any positive COVID-19 cases have been contracted outside the workplace.

6) Board Members' Requests for Future Agenda Items.

It was stated that "Consideration and possible action on an additional stipend for Directors opting out of the District's Medical Insurance Plan. (Budget Impact – To Be Determined – Director Dino/Human Resources Director Barragan-Garcia)" will remain on the agenda for the next Personnel Committee Meeting.

There were no further requests for future agenda items.

7) Date of Next Committee Meeting.

It was stated that the next Personnel Committee meeting will be held February 8, 2022 at 9:00 a.m.

8) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned at 8:30 a.m.


Chair