MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, NOVEMBER 7, 2012:

A meeting of the Personnel Committee of the Palmdale Water District was held Wednesday, November 7, 2012, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Mac Laren called the meeting to order.

1) Roll Call.

Attendance:	**Others Present:**
Personnel Committee:	Dennis LaMoreaux, General Manager
Kathy Mac Laren, Chair	Jeannie Burns, Human Resources Consultant
Gloria Dizmang, Committee Member	Matt Knudson, Engineering Manager
	Randy Hardenbrook, Equipment Mechanic Spvsr.
	Dawn Deans, Executive Assistant
	7 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dizmang, seconded by Chair Mac Laren, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held October 17, 2012.

It was moved by Committee Member Dizmang, seconded by Chair Mac Laren, and unanimously carried to approve the minutes of the Personnel Committee meeting held October 17, 2012, as written.

4.2) Discussion and Possible Action on Conducting a Manpower or Workforce Planning Study. (General Manager LaMoreaux)

General Manager LaMoreaux informed the Committee that he is working with American Water Works Association (AWWA) and EMA Inc. to obtain material and a quotation for a manpower or workforce planning study.

4.3) Discussion and Possible Action on Employee Contribution Towards CalPERS Retirement. (Chair Mac Laren)

Human Resources Consultant Burns informed the Committee that by 2018, existing District employees must pay their full portion of CalPERS contributions; that by 2013, new employees to CalPERS must pay their full portion of CalPERS; and that these specific costs are anticipated by year-end followed by discussion of possible percentages to be paid by District employees and ensuring the District stays competitive in recruiting new employees.

Committee Member Dizmang then requested information on CalPERS contributions be added to the draft employee survey under Agenda Item No. 4.5, and General Manager LaMoreaux stated that this information will be communicated to employees through the employee newsletter and at the December all-hands meeting.

4.4) Discussion and Possible Action on Minimal Employee Premium Contribution Towards Health Insurance Benefits. (Chair Mac Laren)

Human Resources Consultant Burns reviewed the benefit comparison synopsis included in the agenda packets regarding the Association of California Water Agencies (ACWA) Kaiser and independent Kaiser health plans followed by discussion of the two plans, the cost of each plan, prescription costs, and the process for changing the District's independent Kaiser plan to the ACWA Kaiser plan.

Committee Member Dizmang then requested the idea of changing from the independent Kaiser plan to the ACWA Kaiser plan be presented to the full Board for discussion in closed session at the November 14, 2012 Board meeting.

4.5) Discussion and Possible Action on Employee Benefits Survey. (Human Resources Consultant Burns)

Committee Member Dizmang requested the Employee Benefits Survey be revised followed by discussion of survey content, and it was determined that the Employee

Benefits Survey be revised to include the Kaiser and CalPERS options and presented to the full Board for discussion in closed session at the November 14, 2012 Board meeting.

5) Information Items.

Human Resources Consultant Burns distributed new 2013 laws affecting California employers and reviewed the laws applying specifically to the District.

Chair Mac Laren expressed concerned about CalPERS lawsuits and inquired if the District's CalPERS contributions are in a separate fund or joined with other contributions followed by clarification of the diversification of CalPERS investments and adjustments to annual contributions.

Human Resources Consultant Burns then informed the Committee that the District's annual Open Enrollment Benefits and Health Fair will be held November 15, 2012 in the Board room, and vendors will be available to address employee questions and concerns.

There were no further information items.

6) Board Members' Requests for Future Agenda Items.

There were no further requests for future agenda items.

It was determined that the next Personnel Committee meeting will be held December 10, 2012 at 6:30 p.m.

7) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned.

Chair