PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

March 15, 2018

BOARD OF DIRECTORS
ROBERT E. ALVARADO
Division 1
JOE ESTES
Division 2
MARCO HENRIQUEZ
Division 3
KATHY MAC LAREN
Division 4
VINCENT DINO
Division 5

DENNIS LaMOREAUX
General Manager
ALESHIRE & WYNDER LLP
Attorneys

ACWA
PROUD MEMBER

AGENDA FOR A MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT

Committee Members: Joe Estes-Chair, Vincent Dino
to be held at the District's office at 2029 East Avenue Q, Palmdale

WEDNESDAY, MARCH 21, 2018

10:00 a.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 November 21, 2017.

4.2) Consideration and possible action on revisions to Employee Handbook. (No Budget Impact at this time – Human Resources Director Emery)

4.3) Consideration and possible action on revision to Organizational Chart moving the Customer Care Department directly under the General Manager position. (No Budget Impact – Human Resources Director Emery/General Manager LaMoreaux)

4.4) Consideration and possible action on changing the job title of one Customer Account Technician to Payroll Specialist and revision to salary range for this position. (No Budget Impact – Human Resources Director Emery)

4.5) Consideration and possible action on increase to waiver amount from $450.00 to $650.00 for opting out of Palmdale Water District healthcare benefits package. ($21,600.00 – Budgeted – Human Resources Director Emery)

4.6) Consideration and possible action to extend funding for Internship Program. (Human Resources Director Emery)

5) Information items.

5.1) Other.

6) Board members' requests for future agenda items.

7) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd