MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, JUNE 27, 2018:

A meeting of the Personnel Committee of the Palmdale Water District was held Wednesday, June 27, 2018, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Estes called the meeting to order at 7:00 a.m.

1) Roll Call.

Attendance:	**Others Present:**
Personnel Committee:	Dennis LaMoreaux, General Manager
Joe Estes, Chair	Jennifer Emery, Human Resources Director
Vincent Dino, Committee Member	Dawn Deans, Executive Assistant
	0 members of the public

2) Adoption of Agenda.

It was moved by Director Dino, seconded by Director Estes, 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:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held March 21, 2018.

It was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held March 21, 2018, as written.

4.2) Consideration and Possible Action on Agreement for Professional Services Between the District and Tiana Sanchez International, LLC for Professional Development and Training for District Staff. ($24,990.00 – Budgeted – Human Resources Director Emery/General Manager LaMoreaux)

Human Resources Director Emery provided an overview of the scope of work included in the proposed Agreement with Tiana Sanchez International, LLC, and after a brief discussion of the timeframe and benefit of this work, it was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried by all members of the Committee present at the meeting to approve the Agreement for Professional Services between the District and Tiana Sanchez International, LLC for Professional Development and Training for District Staff in the not-to-exceed amount of $24,990.00.

5) Information Items:

5.1) Other.

Human Resources Director Emery provided an overview of the celebration process for retirees on a staff level and stated that a retiree dinner for management staff will be scheduled with the Board of Directors prior to the Board meeting where the retiree is presented their Certificate of Appreciation from the Board.

General Manager LaMoreaux then stated that Human Resources Director Emery is updating the salary survey, which is done every three years, and any recommended changes will be presented to the full Board for consideration in late fall.

There were no further information items.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned at 7:15 a.m.

Chair