

**MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE  
WATER DISTRICT, APRIL 23, 2012:**

*A meeting of the Personnel Committee of the Palmdale Water District was held Monday, April 23, 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:**

Personnel Committee:  
Kathy Mac Laren, Chair  
Gloria Dizmang, Committee  
Member

**Others Present:**

Dennis LaMoreaux, General Manager  
Jeannie Burns, Human Resources Manager  
Robert Alvarado, PWD Director  
Peter Thompson, Operations Manager  
Matt Knudson, Engineering Manager  
Tim Moore, Facilities Manager  
Jon Pernula, Water & Energy Resources Manager  
Kelly Jeters, Systems Supervisor  
Ed Boka, Treatment Plant Supervisor  
Joe Kerschner, Water Quality Supervisor  
Robert Rodriguez, Construction Supervisor  
Dawn Deans, Executive Assistant  
4 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 March 26, 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 March 26, 2012, as written.

Chair Mac Laren then stated that in discussing the Committee making an organizational change or working on our structure with General Manager LaMoreaux, she was hoping to gain an understanding of each department and also why Dennis, as the General Manager, feels we need what jobs we have, in what order, how many we have, and what place, so it was decided to review each area of the District after which Committee Member Dizmang questioned all of this for a change in the organizational plan?

General Manager LaMoreaux then stated that this is almost, but not quite, two separate items and is more to understand the operations of the District and the function of each of these departments.

Committee Member Dizmang stated that this does not preclude the Committee from looking into an organizational plan for example, to reduce costs, after which General Manager LaMoreaux stated that the review plays into what latitude there is and understanding what jobs are needed for operations, so it does not preclude it.

Committee Member Dizmang then made a motion off hand and requested the minutes of this meeting be taken verbatim, with the exception of the presentation under Agenda Item No. 4.2.

*Committee Member Dizmang:* It does not preclude us then from going ahead and trying to put together an organizational plan where we consolidate, maybe consolidate some positions. I do not want to get rid of anybody; that was never my intent and it is not my intent, but I think that when you look at our organizational chart, we are a little bit top heavy, and I think we need to consider this because if we have to raise rates, the people are going to ask, "What cuts did we make?" and they are going to look at staff. I know because we have already been bombarded by this. Why didn't, if you're making cuts, even the City of Palmdale has hit us with that, "Oh, we made cuts, why didn't you?" If we can prove that we have looked at it and it is okay, we have then gotten some information. If we haven't looked at it, then we don't have a defense. Do you understand?

*General Manager LaMoreaux:* I understand what you are saying, and I can address all those concerns as an agenda item if you want to do it that way.

*Chair Mac Laren:* Well, because like I said, that is why I am bringing it up like this because I had a different kind of conversation with you because I, which sounds like

Gloria, was feeling that you were just reluctant to even work on that and were not giving us the option to do that, which we are feeling that we need to do that, and that's how we, after having a very long discussion, I was seeing it as a way of seeing what they do too but not by any means taking away the fact that we might be changing some of these positions to better serve the Water District at the same time moving some of them around. But I didn't know exactly what each position did so it was like a two-prong thing but then I will let Dennis speak on that since...

*Committee Member Dizmang:* Well, I have no problem with getting information on all of the operations. That's not a problem for me.

*General Manager LaMoreaux:* And, I think in the end you'll see that whatever information's been given to you - that there are inefficiencies and top heavy and all those kind of cliché comments - is not correct.

*Committee Member Dizmang:* Well, after looking at certain things, I beg to differ. However, I will tell you right now that the water treatment plant is not an area that I am concerned about. You are okay.

*General Manager LaMoreaux:* But, yes, we can look at all that stuff and what I expressed to Director Mac Laren is a reluctance to make 'scenario just what-if org charts.' I am more than happy to make org chart revisions based on the need.

*Committee Member Dizmang:* That is what we have requested to see and it was never to cut. It was to see if we can make any adjustments, okay? Not for the purpose necessarily just to go in with an ax and start hammering away.

*General Manager LaMoreaux:* Oh, I understand.

*Committee Member Dizmang:* That was never it.

*General Manager LaMoreaux:* I understand.

*Committee Member Dizmang:* Okay, I think we are clear on that.

*Chair Mac Laren:* Okay. With no further adieu...

**4.2) Presentation on Department Operations and Staffing. (Operations Manager Thompson II – Operations Department)**

Operations Manager Thompson II informed the Committee of the four major blocks to the Operations Department being the production of water, quality of water, the overall operations, and regulatory compliance and then gave an overview of how each of the Department's positions fit into each of these areas and how they combine to meet the District's Mission Statement.

The Committee thanked Operations Manager Thompson II for the information, congratulated Operations Department staff for their innovative and creative thinking and the great work that is done, and then determined that the Operations Department is an area that is good to go, and they are pleased with the water treatment operations.

General Manager LaMoreaux then stated that the ratio of supervisors to employees is an item of discussion in organization charts and structure; that the Operations Department has a little over five employees per supervisor; that District-wide, there are over four; and that most other water agencies are in the threes.

It was then determined that the Finance Department will present information on their department at the next Committee meeting.

**4.3) Discussion and Possible Action on Changing the District's Medical Coverage From the Association of California Water Agencies/Health Benefits Authority (ACWA/HBA) Plans to the CalPERS Medical Plan. (Human Resources Manager Burns)**

*Human Resources Manager Burns:* Well, in your packet you received the survey, we surveyed all staff so you got the survey summary, and along with that you got the bar charts behind the summary that show the results of the survey. And of particular note, 98.7% of employees report they are satisfied with their health plan options. We also had a good showing in terms of the new benefit considerations that we presented to staff so there is some interest in terms of the waiver for insurance if a spouse or other person has coverage where the employee could waive that medical coverage and there was also interest in the vacation or personal day purchase option. Do you have any questions on that?

*Chair Mac Laren:* Maybe. My idea of an all-hands meeting, and hopefully next time I'll get to go to one, was more of -- I was thinking that you would have been able to also present to them this idea of the CalPERS and how much it would save and kind of like I was thinking, at an all-hands meeting, they could say 'yay or nay,' but that wasn't really presented to them?

*General Manager LaMoreaux:* Yes, all the seven options were discussed with the group. The survey was done in following up on a couple of those options the Committee had actually requested the survey on -- the days and the deductions.

*Committee Member Dizmang:* Well I think the purpose of the survey was to give the employees an opportunity to take a look at CalPERS versus what they have now. If we are to go with this survey, we will not change insurance because everybody is happy.

*General Manager LaMoreaux:* No, this is the baseline. We will follow-up with more specific questions. That's what I was leading up to. Everything has been presented.

*Committee Member Dizmang:* So we cannot make any action at this point because it hasn't been finished.

*General Manager LaMoreaux:* Not for that reason. There's other things that Jeannie will explain in a couple minutes, but all the options, including the potential cost savings, were discussed with the whole group. We don't try and vote publicly.

*Chair Mac Laren:* Right, but it is like a whole group and more like a casual discussion where they could have asked questions and stuff so that was done. Because I saw this and I thought, well this isn't asking some of those questions.

*General Manager LaMoreaux:* And then that was handed out for them to mark up and turn in privately.

*Chair Mac Laren:* Okay.

*General Manager LaMoreaux:* Not done with hands.

*Chair Mac Laren:* Okay.

*Committee Member Dizmang:* But the issue is still we don't know whether they prefer CalPERS or what we have. Is that...

*General Manager LaMoreaux:* Well, we're going to be able to ask that question once we get more specific information to be able to ask that. This is a baseline on the general benefits and the two specific questions that the Committee had requested early on a couple months ago on being able to purchase a day and then the dual coverage options.

*Committee Member Dizmang:* Yes, I understand that. I don't have a problem with that. I just assumed that when we said there would be a survey that it would be a comparison between those two plans.

*Human Resources Manager Burns:* Well, at the last minute, we did hand out a draft of that survey for you to review and that's the one that we took to staff, and at that point, we were more concerned with those two new options that the Committee wanted to see if staff was interested in those two options. So the focus was more so on that. I have also done additional research in terms of just looking at health benefits and participated in a session with JPIA because they're merging their Health Benefits Authority with JPIA so there was some concern. Well, what does that mean to the plans that we have? According to JPIA, the cost savings for them will result in basically not having two HR departments, not having two Finance departments, and merging into one building. There will be, in the short term, no change in costs for the medical plans, the dental plans, or the vision plans. In the long term, they can't answer that question because we don't know what the Supreme Court is going to do in terms of the health reform so that's a major stumbling block. Until the Supreme Court makes a decision in June, we're not sure how that's going to impact health plans. In addition to that, doing surveys with other districts and other agencies, some have migrated from using ACWA to CalPERS. There was some dissatisfaction. So, we'd like to dig further into finding out what is that dissatisfaction that other districts and cities have experienced for making that change.

*Committee Member Dizmang:* Sure.

*Human Resources Manager Burns:* So, the main pieces that we are looking at are the health reform, what is the dissatisfaction in making a change, and then ACWA is solely focused on looking at an incentive in terms of one to two percent in savings in medical plans from a wellness perspective so I'd like to give you something that came out of the Special Districts Magazine, but Andy Sells, who is the CEO at JPIA, says that ACWA will have a strong emphasis on wellness programs because that's where the costs are. If we

can get employees to behave differently and to focus on their health in a different perspective, that's what is going to drive the health costs down. And, it was projected for next year that costs would rise anywhere between 20% to 26%. Today I read an article from ACWA where they are projecting a 10% increase or maybe less. But, again, everything is still hinging on whatever the Supreme Court is going to do. So, at this point, I would say that staff recommends that we look further into all of these aspects that I have just mentioned and come back to the Committee with a report to that extent.

*Chair Mac Laren:* Well, that sounds a little bit different than what it said here in the recommendation so I'm glad to hear that because here it was saying that we were postponing it until the final outcome of the two year additional service credit.

*Human Resources Manager Burns:* Right, and essentially...

*General Manager LaMoreaux:* No they are not tied together.

*Committee Member Dizmang:* No, that's different. The number 4.3 is what we are on. It sounded as though we were going to do some action today, but I think what I would recommend doing, and I can move, that we table this action until after June to get more information on how these health costs are going to affect us.

*Human Resources Manager Burns:* And the Supreme Court decision.

*Committee Member Dizmang:* And, yes, hopefully they'll have that by June.

*Chair Mac Laren:* And that wasn't on here?

*General Manager LaMoreaux:* And, the other districts' experience with that switch.

*Committee Member Dizmang:* I'm sorry?

*Chair Mac Laren:* That's what we're discussing.

*Committee Member Dizmang:* That one I didn't get.

*Chair Mac Laren:* Well that's why I just said, you're looking at me, that's what I got and I saw the recommendation on this.

*Committee Member Dizmang:* I was just looking at this and that's what I was basing it on.

*Human Resources Manager Burns:* And that's the direction we were going until I got the information from ACWA.

*General Manager LaMoreaux:* Right, it's in the Board packet.

*Committee Member Dizmang:* Yes, let's go with that.

*Chair Mac Laren:* I'm thinking 'woo-way out there' but I am looking at this going...And, I just wanted to say - because I know with that we are saving money but we still...

*General Manager LaMoreaux:* They're two separate issues.

*Chair Mac Laren:* Yes, but, and that is what I was kind of calling you about when I was having the laryngitis.

*General Manager LaMoreaux:* Oh, okay.

*Committee Member Dizmang:* Okay, yes, then we can move to accept the staff's recommendation.

*Chair Mac Laren:* Yes. And give more time and definitely look into this. We do not want to make any hasty decisions.

*Committee Member Dizmang:* That's what I was thinking of.

*Chair Mac Laren:* Okay. So then now, what's kind of the same thing but a different one.

#### **4.4) Discussion and Possible Action on Employee Benefit Cost Savings Measures. (Human Resources Manager Burns)**

*Human Resources Manager Burns:* And they both kind of tie together. And I just, for the Committee's information also, I wanted to show you that I am not just exploring with ACWA but other brokers in terms of what they can provide for the dental and the



vision and life insurance because if the District decides to make the move to CalPERS, you know that we won't have vision and dental, so I am also looking at other brokers. This broker has suggested that they can save us 15% to 20% on costs for dental and vision.

*Chair Mac Laren:* So we're not going to have, we wouldn't have it all or we would leave it the same?

*General Manager LaMoreaux:* It would have to stay with ACWA or we go out on our own.

*Chair Mac Laren:* Okay, which is what I thought the first time but then I just wanted to make sure I wasn't missing it. So we would stay with what we have on that.

*Human Resources Manager Burns:* Unless...

*Chair Mac Laren:* Which you are going to look at that? Okay.

*Committee Member Dizmang:* Okay, so this is Item No. 4.4?

*Chair Mac Laren:* Yes, so they were kind of together and then they had one recommendation so...

*Committee Member Dizmang:* Yes, but I would recommend, I would go along with the staff recommendation again that we wait.

*Chair Mac Laren:* Yes, I agree with that.

**4.5) Review of the Palmdale Water District's Employee Assistance Program.  
(Committee Member Dizmang)**

*Human Resources Manager Burns:* In your packet you did get a narrative regarding the Employee Assistance Program, and I have a short video.

The Committee watched a video regarding an overview of Employee Assistance Program services and how this benefit can be used by supervisors in the successful management of employees.

*Human Resources Manager Burns:* Isn't it just wonderful?

*Committee Member Dizmang:* Do Board members qualify? I need therapy. How does this work? It's out of the Human Resources Development Department?

*Human Resources Manager Burns:* Human Resources Department.

*Committee Member Dizmang:* Yes. And we have to qualify to become a part of this or how do we get into it?

*Human Resources Manager Burns:* It's a benefit that's offered through ACWA.

*Committee Member Dizmang:* Through ACWA.

*Human Resources Manager Burns:* So, its part of our medical program, and it's available to employees and members of their household so if you have a troubled teenager at home, they can call the EAP and get some support that way. If husbands and wives are having difficulty, they can go for counseling. We have a contract with EAP that offers six sessions at no charge to the employee. After that, if they want to continue counseling, they would pay a discounted rate.

*Chair Mac Laren:* Which is about? You don't know.

*Human Resources Manager Burns:* It depends. Sometimes its \$25.00 a visit, sometimes its \$45.00 a visit. It depends on what problem the counselor is dealing with or what issue. It might not be a problem.

*Committee Member Dizmang:* If we opt out of ACWA insurance, will we lose this program?

*Chair Mac Laren:* That's what I was going to ask.

*Human Resources Manager Burns:* It would be like the dental and the vision. We could still keep the EAP.

*Chair Mac Laren:* We could still keep it.

*Committee Member Dizmang:* We could still keep it. Okay.

*Chair Mac Laren:* Okay. And so it's only one program regardless of the plan. It's not tied to, like Kaiser in itself doesn't have its own mental health that you have to use through Kaiser through us, right?

*Human Resources Manager Burns:* Right, no its not.

*Committee Member Dizmang:* Okay.

*Chair Mac Laren:* That's good. Kaiser is not a very good package. Just letting you know.

*Committee Member Dizmang:* I was interested in the pet problem part. I have a psychotic cat. Does that mean...

*Human Resources Manager Burns:* He could go for counseling.

*Committee Member Dizmang:* Okay.

*Human Resources Manager Burns:* So, did that answer all the questions that you had? I gave you promotional brochures.

*Chair Mac Laren:* Yes.

*Committee Member Dizmang:* That was very informational. Thank you very much.

*Chair Mac Laren:* And that's good. I'm glad we have something like that.

*Committee Member Dizmang:* Yes.

**4.6) Consideration and Possible Action on Development of a Fraternization Policy. (Committee Member Dizmang)**

*Committee Member Dizmang:* Okay, now this first page is the draft.

*Human Resources Manager Burns:* That is a draft.

*Committee Member Dizmang:* And the rest of this is all the research you did.

*Human Resources Manager Burns:* All the research I did, and at 4:00 p.m. this afternoon, our legal counsel sent a draft (distributed draft), which is very similar to the one you received in your packet. They just added more legal-ease to it.

*General Manager LaMoreaux:* The second part is already part of our existing policy.

*Chair Mac Laren:* The exceptions?

*Committee Member Dizmang:* Of the relatives? Yes.

*General Manager LaMoreaux:* On the employment of relatives.

*Chair Mac Laren:* Okay.

*Human Resources Manager Burns:* And that is in the back.

*General Manager LaMoreaux:* On the attorney's draft.

*Chair Mac Laren:* So that would be this and in addition to these exceptions right here that's on this?

*Committee Member Dizmang:* That was the research.

*General Manager LaMoreaux:* No, that was one suggested. That's ACWA's own policy for in-house.

*Chair Mac Laren:* Okay.

*Committee Member Dizmang:* Okay.

*Human Resources Manager Burns:* Those are other agencies that I gave you just to give you an idea.

*Chair Mac Laren:* Yes, because I saw these all had 'appendix,' but this one still said 'draft' on it. It did say draft. That's why I was just so it is something different. This is the actual draft. Okay.

*Committee Member Dizmang:* So, is this what you want?

*Human Resources Manager Burns:* Yes. Because the attorney's draft includes areas of performance where in the draft that came in your packet, that wasn't spelled out as clearly so if there were issues that affect performance in the workplace, we want to address that.

*Committee Member Dizmang:* Certainly. And it does not suggest that we accept love contracts.

*Chair Mac Laren:* I know. Oh my goodness.

*Committee Member Dizmang:* I love that one.

*General Manager LaMoreaux:* Yes. This one place had quite a set.

*Committee Member Dizmang:* If we had the concept of love contracts, I would say it would have to not only be signed by the people but also by their spouses.

*Chair Mac Laren:* Or any other person.

*Committee Member Dizmang:* That would probably end the problem.

*Chair Mac Laren:* Oh, my goodness.

*Committee Member Dizmang:* I move that we accept the attorney draft Item K, No. 1, on Consensual Relationships which you have.

*Chair Mac Laren:* Well I second that and so we agree on that so we bring that to the full Board?

*Committee Member Dizmang:* Yes.

*Chair Mac Laren:* For consideration to add that Fraternization Policy...

*Human Resources Manager Burns:* to the Employee Handbook.

*General Manager LaMoreaux:* Yes, I think they keyed it into the right section.

**4.7) Consideration and Possible Action on a Hiring Freeze for Management Positions. (Committee Member Dizmang)**

*Chair Mac Laren:* Mrs. Dizmang, I think that kind of goes back to what you were earlier discussing.

*Committee Member Dizmang:* Yes. This was basically because of what we are looking at as far as the budget is concerned and the fact that there may be retirements in that level. I would like to see at this time hiring frozen at the administrative manager/supervisor level until we get another plan maybe, or look at another plan, or see if we really need the positions that are going.

*General Manager LaMoreaux:* And have a better feel for who might take advantage of the program?

*Committee Member Dizmang:* Yes.

*General Manager LaMoreaux:* Okay.

*Chair Mac Laren:* Okay. So I second that so we will bring that to the Board for final approval.

**4.8) Review and Possible Action on Palmdale Water District Grievance Policy. (Chair Mac Laren)**

*Chair Mac Laren:* And I spent hours and hours yesterday and then some more hours because once I read also what our attorney said, it's a very conflicting thing out there because you could read any number of documents even with the 'at will' and everyone has their own opinion on this. Did you kind of get the same thing when you researched it?

*Committee Member Dizmang:* No, I think I have a stack here that shows this is what I went through. This is all 'at will' and its legal-ease.

*Human Resources Manager Burns:* But we are not just in that 'at will' category. We also fell into the Skelly process and due process, so going back and forth with legal counsel, if we go in one direction, we negate the 'at will' policy.

*Committee Member Dizmang:* We've already negated it.

*Chair Mac Laren:* Yes.

*Human Resources Manager Burns:* Which puts us in a much higher level of liability.

*Committee Member Dizmang:* No, not really. We, by adopting the Grievance Policy, we have put ourselves into an implied contract.

*Chair Mac Laren:* So we have already kind of done something to the 'at will.'

*Committee Member Dizmang:* So we are already at risk if that's the case. On the other hand, if we do not have a Grievance Policy, we are also subject to lawsuits for people saying that they were fired without reason or basically something had been done wrong and they were appealing it or they were getting the lawyer to have a court case against us. We can do it both ways. One happened that way and the court said, "Since there was no policy, they listened to the case." Another one said, "Well, there is a policy. It was followed; therefore, the District is okay." So in one way the Grievance Policy protects us and in the other way it gives us the ax. So we have to make a decision as to what we want to do with this. Now, as far as the adding on to the Board as the last appeal, it's not going to change the issue. We have an implied contract. So it's not going to be justifiable at a higher level or lower level. We flat out have an implied contract, and that's what they will probably be getting us on if there is a suit. Personally, I would prefer to have a Grievance Policy than not have a Grievance Policy. I think it gives the employees a voice but in doing that we negate the 'at will' employment, which means they can be fired for no reason at all.

*Human Resources Manager Burns:* And, most people have that impression of 'at will' that an employer can terminate with no cause, which is what it says that you can be terminated or the employee terminate employment at no cause. But, all employers risk a huge liability if they make a termination decision without having, as I say, your ducks in a row.

*Committee Member Dizmang:* Yes.

*Human Resources Manager Burns:* So you don't just make a termination decision until you have gone through the due process, you've had corrective action, you've discussed it with legal counsel, and then a decision is made.

*Committee Member Dizmang:* The legal counsel actually suggests we get rid of the Grievance Policy.

*General Manager LaMoreaux:* Well, as I read it, what it says is there are two opposite ends and where we are is in the middle. To go with the full Board involved in the appeal process would be completely on one side, more like civil service, and to get rid of the process that we do have would be black and white 'at will.' So what we've got is something in between that has a due process and a fair chance for a situation to be reviewed before a final decision is made.

*Committee Member Dizmang:* The state of California has three exemptions. One of them has to do with the public service policy, one has to do with the implied contract, and the third one has to do with good faith and that we are hiring these employees and that we are not going to fire them without just cause is the implication. The California courts evidently accept these three exceptions which we would probably fall into no matter what we do with the Grievance Policy if we keep it...

*Chair Mac Laren:* Right.

*Committee Member Dizmang:* It would fall into probably the implied contract or the covenant of good faith.

*Chair Mac Laren:* Yes, because I had read too that they were saying that one employer that had the 'at will,' the court, after they went to appeal it, actually decided with the employer because the employee didn't go through the grievance process as they said so like I said...

*Committee Member Dizmang:* There is just a lot of information.

*Chair Mac Laren:* I saw a lot of different things in there to that and I mean basically I had wrote down something that I thought is like, "The spirit of a grievance legal application lies in resolving the difference in the parties in a timely and effective fashion. So, the driving force behind the grievance procedure is the propellant to a resolution of the issue. That is achieved with both parties viewing this mitigating experience as a positive chance to facilitate discussion in resolving their differences." I mean, I would like to keep that because I would like for them to feel that they do have that.



*General Manager LaMoreaux:* Right, and that's the focus of this one we have had for just over a year now is to get that in place so that...

*Committee Member Dizmang:* The Grievance Policy and I understand the reasons why it was implemented too.

*Chair Mac Laren:* Right.

*Human Resources Manager Burns:* The other thing that makes ours somewhat, I've learned since I've been working here, that a lot of things that we do are different because we are a public agency and so we have to follow the water code and the labor code as it applies to public agencies so that's why the attorneys...

*Committee Member Dizmang:* That's why the Skelly decision doesn't really apply to that because that was for the public employee.

*Chair Mac Laren:* Exactly, yes, because I looked at those other ones too.

*Committee Member Dizmang:* But, then again, when you have law you can infer from other decisions and carry it on so the inference could also be there. I would move to table this until the next meeting and ask the attorney to be present.

*Chair Mac Laren:* Okay. I think that's a good idea because I was kind of thinking that to me I am just looking at it as an additional step to another...

*Committee Member Dizmang:* Right. If we're already in an implied contract, it's not going to make any difference what we do.

*Chair Mac Laren:* Right. It would just be an additional external step.

*Committee Member Dizmang:* That's my standing. Now, if the lawyer says no, he's going to have to explain why that is more serious than what we have already because if we have to, if anybody comes up with the idea that we should get rid of the Grievance Policy, I will go ahead and say we're just going to keep it and chance a lawsuit if that's the case because the employees have to have protection. I'm sorry.

*General Manager LaMoreaux:* Right. And I don't think the attorney, as I read it, was saying that we should get rid of it. He said if we make a change it should be in that direction rather than in the other direction.

*Committee Member Dizmang:* That doesn't really respond to the problem.

*General Manager LaMoreaux:* Right.

*Chair Mac Laren:* No, he just said that, "If any changes to the Grievance Policy are to be considered, the District might also consider deleting its Grievance Policy to further buttress it's 'at will' policy.

*General Manager LaMoreaux:* Right. That's what I just said. If we're going to make a change it would be in one direction rather than the other.

*Chair Mac Laren:* Right. Yes. But that's how we were getting to where we were interpreting to get rid of it.

*Committee Member Dizmang:* Yes. So, if we could do that for the next meeting and then have Tim or Jim or Tom or Harry show up we can discuss that.

*Chair Mac Laren:* It's quite an interesting topic in itself. Let me tell you, there's...

*Committee Member Dizmang:* Yes. And of course it's changing all the time. That's the problem.

*General Manager LaMoreaux:* Right.

*Chair Mac Laren:* Yes. That's what they say.

*Committee Member Dizmang:* Every time there is a decision, what I find is the changes are always in support of an implied contract.

*Chair Mac Laren:* Yes.

*Committee Member Dizmang:* In support of that idea.

*Chair Mac Laren:* And that kind of changes the 'at will' right off. The 'at will' has already been changed.

*Human Resources Manager Burns:* We live in California and employment law changes every five minutes.

*Chair Mac Laren:* Yes.

*Committee Member Dizmang:* Yes. So what we need to do is I would like to talk that over with legal counsel.

*Chair Mac Laren:* So we were asking him to be present at the next meeting with that.

*Committee Member Dizmang:* Sure.

**5) Information Items.**

There were no additional information items to discuss.

**6) Board Members' Requests for Future Agenda Items.**

*Committee Member Dizmang:* Dennis will provide an organizational plan maybe with possibilities of consolidation ideas or do you want to do that in a closed session?

*General Manager LaMoreaux:* It goes back to the questions I asked before as to the intent, really.

*Committee Member Dizmang:* Save money.

*General Manager LaMoreaux:* To save money is what was said but then it also was said not to cut any places or demote people.

*Committee Member Dizmang:* No, I didn't say cut any places. I said reassign and...

*Chair Mac Laren:* Not cut people.

*Committee Member Dizmang:* I don't want anybody to lose their job. That's not my intent, but there are some things that maybe we need to look at and especially if, you know, if we have any kind of retirement, we need to maybe take that into consideration.

*General Manager LaMoreaux:* Right. And that's what I was - I would like to wait and see the kind of reaction we get from people taking advantage of that program as an opportunity...

*Committee Member Dizmang:* What program?

*General Manager LaMoreaux:* The two-year retirement program.

*Committee Member Dizmang:* Oh yes. I'm sorry. Okay.

*General Manager LaMoreaux:* And then to look at where those vacancies might be and look at that. That's kind of what I was thinking.

*Committee Member Dizmang:* Well, I've looked at one area particularly where I see a lot of cross-over responsibilities, and there seems to be a lot of administrators in a situation where they don't have that many administrators in other areas.

*General Manager LaMoreaux:* And that would be in the Finance Department?

*Committee Member Dizmang:* No. The Finance Department doesn't look like it's overpopulated.

*General Manager LaMoreaux:* Which department?

*Committee Member Dizmang:* I'm talking basically about customer service. We seem to have a lot of supervisors, assistant supervisors, assistant assistant supervisors. I mean that's getting a little carried away.

*General Manager LaMoreaux:* Well that's the department that we're going to - the Finance and Customer Service is combined and that's the one that we'll discuss at the next meeting.

*Committee Member Dizmang:* Okay.

*Chair Mac Laren:* So, do you want him to present something?

*Committee Member Dizmang:* We'll have the customer service presentation and then we'll go from there. Okay?

*Chair Mac Laren:* Okay.

*Human Resources Manager Burns:* And that department is Administrative Services, and under Administrative Services is finance and customer service.

*General Manager LaMoreaux:* Right. It's a little confusing because it started out several years ago as customer service being a department and administrative services being a department, and then at one point a few years ago, they were combined into one department so that's why I keep saying that finance and customer service are all together.

*Committee Member Dizmang:* But on the chart they are separated. Are they not?

*General Manager LaMoreaux:* They're under one department. They are the aspects of one department.

*Committee Member Dizmang:* Well, you see there's, so you've done away with administrative services. And the Finance Manager is in charge of customer service but has a supervisor and then customer service has an assistant customer service supervisor and a field service supervisor.

*General Manager LaMoreaux:* Right. And we can talk through all that when they present it.

*Committee Member Dizmang:* Okay. That'll be good.

*General Manager LaMoreaux:* Because there are reasons. Maybe there is some opportunity for change there, but there are reasons it was set up that way.

*Committee Member Dizmang:* Okay. Yes. I would be interested in hearing them.

*General Manager LaMoreaux:* Okay.

There were no further requests for future agenda items.

APRIL 23, 2012  
PERSONNEL  
COMMITTEE MEETING

*Chair Mac Laren:* With no other requests for future agenda items, I adjourn the meeting to, what is your date Gloria? Something at the end of the month?

*Committee Member Dizmang:* Excuse me?

*Chair Mac Laren:* When we are adjourning the meeting to - you usually look at your calendar.

*Committee Member Dizmang:* Oh, we are setting up a new meeting date.

*Chair Mac Laren:* Yes.

*Committee Member Dizmang:* That's what we are doing.

*General Manager LaMoreaux:* Maybe we can get a couple different dates in case, to make sure we can get the attorney here.

*Committee Member Dizmang:* Sure.

*Chair Mac Laren:* That's an idea.

*General Manager LaMoreaux:* Start with your preferred one maybe. We'll call an adjudication meeting and they'll show up.

*Chair Mac Laren:* There you go. I know Mondays are usually good for her. I don't know if you already know any preferences of the attorney.

*General Manager LaMoreaux:* We can probably get somebody here but you would probably prefer to have Attorney Gosney here since he wrote the memo.

*Committee Member Dizmang:* Sure. The 21<sup>st</sup> would be about a month away for Personnel.

*Chair Mac Laren:* What's a second one just in case?

*Committee Member Dizmang:* The 28<sup>th</sup> is a holiday? Wednesday if we don't have a Board meeting.

APRIL 23, 2012  
PERSONNEL  
COMMITTEE MEETING

*General Manager LaMoreaux:* We have a meeting the 9<sup>th</sup> and the 23<sup>rd</sup>. I won't be able to make the 16<sup>th</sup>. Matt and I will be coming back from Washington that day.

*Committee Member Dizmang:* The Water Supply & Reliability Committee is meeting on the 20<sup>th</sup>. We could possibly schedule it on Friday, the 25<sup>th</sup>. That is a secondary date.

*Chair Mac Laren:* Okay. So the 21<sup>st</sup> or the 25<sup>th</sup> are our two dates.

*General Manager LaMoreaux:* Both at 6:30 p.m?

*Chair Mac Laren:* Yes.

*Committee Member Dizmang:* Let's make the Friday the secondary date and primary date is the 21<sup>st</sup>.

*Chair Mac Laren:* Okay, both at 6:30 p.m.

**7) Adjournment.**

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

  
Chair