MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, MAY 1, 2013:

A meeting of the Personnel Committee of the Palmdale Water District was held Wednesday, May 1, 2013, 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, Acting Human Resources Manager
Gloria Dizmang, Committee Member	Matt Knudson, Engineering Manager
	Amanda Williams, Water Quality Supervisor
	Dennis Hoffmeyer, Senior Accountant
	Dawn Deans, Executive Assistant
	9 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) Presentations:

4.1) Introduction of American Water College. (Joe R. Kerschner, President)

Mr. Joe Kerschner, President of American Water College, provided an overview of the services provided by American Water College and how the college can help the District through the development of a structured training program, which includes competency training, cross-training, certification training, operations training, safety training, continuing education, compliance training, succession planning, and professional development followed by discussion of the training, internships, and follow-up to the Organizational Assessment.

The Committee then thanked Mr. Kerschner for the information.

5) **Action Items:**

5.1) Consideration and Possible Action on Approval of Minutes of Meeting Held April 3, 2013.

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 April 3, 2013, as written.

5.2) Discussion and Possible Action on Optional Healthcare Plans and Minimal Employee and Retiree Premium Contribution Towards Health Insurance Benefits. (Acting Human Resources Manager Burns/Judith Younessian, Bryson Financial)

Ms. Judith Younessian and Ms. Julia Selby, of Bryson Financial, provided an overview of the services provided by Bryson Financial including group healthcare benefits, dental and vision benefits, property and casualty insurance, retirement and 457 options, and life insurance and then reviewed a cost analysis of the District's healthcare plans, their recommendation to change the District's healthcare provider to United Healthcare at a lower cost than the District's existing healthcare program, and compliance with the Affordable Care Act.

The vulnerability of healthcare costs, Bryson Financial's efforts to control costs, tailoring plans to reduce costs, and Bryson Financial's commission were then discussed.

The Committee then thanked Ms. Younessian and Ms. Selby for the information and determined that the information provided in the presentation would be made available to employees for review and the Committee would consider this item at the next Committee meeting after which Committee Member Dizmang requested proposals be formulated with a cost analysis for the items previously discussed by the Committee.

Developing specifics for an employee survey, the employees' previous preference of no contributions to CalPERS until 2018, changing the District's healthcare benefit plan so employees have options for coverage during open enrollment, the United Healthcare plan and potential rate increases, the difficulty in joining ACWA, and reassurance of ACWA's healthcare rates and programs were then discussed.

Administrative Technician Lebo then clarified that the previous employee survey question regarding CalPERS was only worded as to whether or not employees would prefer to contribute towards CalPERS now or wait until required in 2018 and that if the question had been worded as to whether employees would like to contribute towards healthcare benefits or to CalPERS, the initial response from employees would have been much different as she knows of many employees who would prefer to contribute to CalPERS with no changes to the District's healthcare plan or cost to employees.

General Manager LaMoreaux then stated that staff will prepare a set of proposals for healthcare options and a set of proposals for retiree options for Committee discussion at the next meeting and an employee survey will be developed based on those discussions, input from the Employee Communications Committee, and input from several staff members.

5.3) Discussion and Possible Action on Developing a Wellness Program. (Acting Human Resources Manager Burns)

Acting Human Resources Manager Burns reviewed the information included in the agenda packets from 24-Hour Fitness and Monster Fitness followed by discussion of the cost of these gym memberships, tying a Wellness Program to a reduction in healthcare benefit costs, and ACWA's upcoming Wellness Program, and it was determined to table this item to the next meeting in order to obtain additional information.

6) Project Updates.

6.1) Status on Organizational Assessment. (General Manager LaMoreaux)

General Manager LaMoreaux stated that the requested information has been submitted to The Mathis Group; that their retainer has been processed; that he has a meeting scheduled with Dr. Mathis next week during the ACWA Conference; that interviews with the Board, Department Heads, and supervisors will be scheduled for May 22; and that he has informed Department Heads about the Organizational Assessment.

7) Information Items.

General Manager LaMoreaux introduced Amanda Williams, the District's new Water Quality Supervisor, and stated that the hiring process will continue with the advertisement of Ms. William's previous position.

There were no further information items.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

It was determined that the next Personnel Committee meeting will be held June 10, 2013 at 6:30 p.m.

7) Adjournment.

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

Chair