MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, JUNE 11, 2013:

A meeting of the Personnel Committee of the Palmdale Water District was held Tuesday, June 11, 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	Matt Knudson, Engineering Manager
Gloria Dizmang, Committee Member	Dennis Hoffmeyer, Senior Accountant
	Dawn Deans, Executive Assistant
	2 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 May 1, 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 May 1, 2013, as written.

4.2) Discussion and Possible Action on Optional Healthcare Plans and Minimal Employee and Retiree Premium Contribution Towards Health Insurance Benefits. (Acting Human Resources Manager Burns)

General Manager LaMoreaux reviewed the District's current medical coverage plans, the number of employees in each plan, the number of retirees in each plan, and the

cost of each plan and then provided an overview of five alternate medical coverage plan proposals and the cost and pros and cons of each of these proposals, and after a brief discussion of each of these proposals, it was determined that the District convert its medical coverage plan to a Cafeteria Plan with a funding cap for medical, dental, and vision insurance of $1,500.00 per month effective January 1, 2014 with possible consideration of annual CPI adjustments; that this proposal be presented to employees for input; that the Committee further consider this proposal and employee input at their next Committee meeting; and that the proposal then be presented to the Board for consideration.

After a further discussion, the Committee determined that the funding cap for medical, dental, and vision insurance should be increased to $1,600.00 per month.

General Manager LaMoreaux then stated that he and Acting Human Resources Manager Burns will further develop this proposal for presentation to District staff for discussion at the next all-hands meeting.

General Manager LaMoreaux then reviewed the District's current retiree medical coverage policy, the purpose of this policy, five proposals for modifying this policy only for employees with five years of full-time service or less, and coordination with Medicare and placing a cap on the District's costs for these proposals, and after a brief discussion of each of these proposals, it was determined that the District's policy for retiree medical coverage be revised to increase the retirement age to 60 and 25 years of service be required for a retiree to receive medical coverage; that this revision apply only to employees with five years of full-time service or less; and that the Committee further discuss this proposal.

It was then discussed that these changes will not affect current retirees; however, the Board may change current retiree health care coverage in the future.

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

Chair Mac Laren recommended an Herbalife consultant present their Wellness Program to the Committee.

Committee Member Dizmang then recommended the District model a Wellness Program after the City of Palmdale's Wellness Program until ACWA/JPIA develops a Wellness Program.

General Manager LaMoreaux then stated that he will direct Acting Human Resources Manager Burns to model a Wellness Program after the City of Palmdale's Wellness Program and that a presentation by Herbalife on their Wellness Program will be placed on the next agenda.

5) Project Updates.

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

General Manager LaMoreaux stated that The Mathis Group completed their work at the District last week; that a draft set of recommendations is expected towards the end of the month; and that data for the graphs should be available at that time.

6) Information Items.

There were no further information items.

7) 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 July 11, 2013 at 6:30 p.m.

8) Adjournment.

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

Chair