



PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111
Fax (661) 947-8604
www.palmdalewater.org

Board of Directors

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Division 1
GORDON G. DEXTER
Division 2
GLORIA DIZMANG
Division 3
KATHY MAC LAREN
Division 4
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Division 5

LAGERLOF, SENECA, GOSNEY & KRUSE LLP
Attorneys



June 21, 2012

*Agenda for Regular Meeting
of the Board of Directors of the Palmdale Water District
to be held at the District's office at 2029 East Avenue Q, Palmdale
Wednesday, June 27, 2012
7:00 p.m.*

NOTE: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x103 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. Please call Dawn Deans at 661-947-4111 x103 for public review of materials.

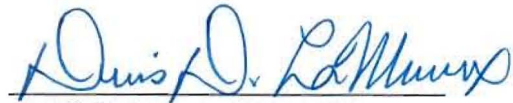
PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance/Moment of Silence (H. Jess Senecal, Lagerlof Senecal Gosney & Kruse LLP).
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.
- 5) Presentations:
 - 5.1) Cash for Grass Rebate Program. (Water Conservation Supervisor Roberts)

- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 6.1) Approval of minutes of regular meeting held June 13, 2012.
 - 6.2) Payment of bills for June 27, 2012.
- 7) Action Items - Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Consideration and possible action on District 2012 membership in the Water Education Foundation. (\$1,051.00 – Budgeted – Water Conservation Supervisor Roberts)
 - 7.2) Consideration and possible action on Palmdale Water District Grievance Policy. (Personnel Committee/General Manager LaMoreaux)
 - 7.3) Consideration and possible action to recruit for the position of Human Resources Manager. (Personnel Committee/General Manager LaMoreaux)
 - 7.4) Consideration and possible action on California Special Districts Association (CSDA) 2012 Board elections. (General Manager LaMoreaux)
- 8) Information Items:
 - 8.1) Reports of Directors: Meetings/Committee Meetings/General Report.
 - 8.2) Report of General Manager.
 - 8.3) Report of Attorney.
- 9) Public comment on closed session agenda matters.
- 10) Closed session under:
 - 10.1) Government Code Section 54956.9(a), existing litigation: *Antelope Valley Ground Water Cases*.
 - 10.2) Government Code Section 54956.9(a), existing litigation: *City of Palmdale vs. Palmdale Water District, Case No. BC413432 (Rate Litigation)*.
 - 10.3) Government Code Section 54956.9(a), existing litigation: *City of Palmdale vs. Palmdale Water District and Palmdale Water District Public Facilities Corporation, Case No. BC413907 (Validation Action)*.
 - 10.4) Government Code Section 54956.9(a), existing litigation: *Palmdale Water District vs. City of Palmdale, Case No. BC420492 (Recycled Water Litigation)*.
 - 10.5) Government Code Section 54956.9(a), existing litigation: *United States, et al. v. J-M Manufacturing Company, Inc., et al., United States District Court for the Central District of California Case No. ED CV06-0055-GW*.
 - 10.6) Government Code Section 54956.9(a), existing litigation: *Central Delta Water Agency vs. Department of Water Resources, Sacramento Superior Court Case No. 34-2010-80000561*.

- 10.7) Government Code Section 454956.9(a), existing litigation: *Aqualliance, et al. v. Butte Water District*, Butte County Superior Case No. 156719.”
- 11) Public report of any action taken in closed session.
- 12) Board members' requests for future agenda items.
- 13) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE: June 21, 2012 **June 27, 2012**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Claudette Roberts, Water Conservation Supervisor
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 7.1- CONSIDERATION AND POSSIBLE ACTION
ON DISTRICT 2012 MEMBERSHIP IN THE WATER EDUCATION
FOUNDATION*

Recommendation:

Staff recommends that the District renew their membership/contribution to the Water Education Foundation.

Background:

The Foundation provides access to reliable, factual information on key water issues and continues to effect changes needed to ensure reliable and clean water for our future. The District has been a member of the Water Education Foundation for 20 years and provides the District with materials that we use to education the public and elementary school children.

- The foundation provides Western Water magazine subscription
- The River Report (Colorado River-focused newsletter)
- The Layperson's Guides
- One Colorado map
- One California map
- One Delta Sustainability map
- One fourth grade school program
- Consultation with Project Wet
- One public TV water documentary and viewer's guide
- Full set of Layperson's Guides

Strategic Plan Element:

This work is part of Strategic Element 1.0 regulatory compliance.

Budget:

The Water Education Foundation's membership/contribution is a membership budgeted item.

Supporting Documents:

- Memo and invoice from The Water Education Foundation



WATER EDUCATION FOUNDATION

717 K Street, Suite 317
Sacramento, CA 95814
Phone: 916-444-6240
Fax: 916-448-7699
www.watereducation.org
www.aquaforia.com

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AECOM

Harrison C. "Hap" Dunning
The Bay Institute of San Francisco

Dennis Falaschi
Panoche and Pacheco Water District

Gary J. Freeman
Pacific Gas & Electric

Ronald R. Gastelnm
Cordoba Corporation

David J. Guy
Northern California Water Association

Maurice Hall
The Nature Conservancy

Patricia Lock-Dawson
League of Women Voters

Mary Aileen Matheis
Irvine Ranch Water District

Jonas Minton
Planning & Conservation League

David Orth
Kings River Conservation District

Thomas S. Philp
MWD of Southern California

Timothy H. Quinn
ACWA

Ronald B. Robie
Court of Appeal, 3rd Appellate District

Kirk C. Rodgers
HDR Engineering, Inc.

Lester Snow
California Water Foundation

William R. Gianelli
President Emeritus

HAVE WE MISSED YOUR MEMBERSHIP/CONTRIBUTION RENEWAL?

June 7, 2012

Dennis LaMoreaux
Palmdale Water District
2029 E Avenue Q
Palmdale, CA 93550

Dear Mr. LaMoreaux *Dennis*

RECEIVED
JUN 18 2012

I am writing today to ask you to renew your 2012 membership/contribution. We greatly value and need your support and involvement in the Foundation.

The Foundation provides access to reliable factual information on key Western water issues and **continues to effect changes needed to ensure reliable and clean water for our future, but we need your help.**

This year, the Foundation will celebrate **35 years of educating the public and stakeholders on water issues.** We are marking the occasion by **launching an e-subscription to *Western Water* magazine** and expanding our library of **electronic publications.** These e-publications will build on **Aquaforia.com** where you can be **updated on water issues every morning by 9 am!**

So please continue with your commitment to our mission! We have enclosed our "*Giving Back Contribution Plans*" that outline the various membership/contribution levels that show you how you can **increase your benefits and receive even more from the Foundation!**

If we can assist you in any way, please give us a call.

Sincerely,

Rita
Rita Schmidt Sudman
Executive Director

*Hope to have
your support.*

Attachment

Our work could not be possible without our strong supporters!

The mission of the Water Education Foundation, an impartial, nonprofit organization, is to create a better understanding of water resources and foster public understanding and resolution of water resource issues through facilitation, education and outreach.



Water Education
Foundation

217 K Street, Suite 317
Sacramento, CA 95814
916-441-8240
916-448-7699 fax
www.aquaforia.com

*Increase your level of
support to the next
level to receive more
benefits!*

*The Water Education
Foundation is a non-
profit, tax-exempt,
501(c)3 organization.
Federal tax ID
#94-2419885.*

*Your contribution
is tax deductible to
the fullest extent
allowable by law.*

Membership Invoice

2012

January - December 2012

Dennis LaMoreaux
Palmdale Water District
2029 E Avenue Q
Palmdale, CA 93550

Amount: \$1,051

Giving Back Contribution Plans:

- ☐ **Steward** \$10,000-and above
- ☐ **Patron** \$7,500-\$9,999
- ☐ **Supporter** \$5,000-\$7,499
- ☐ **Sponsor** \$2,500-\$4,999
- ☐ **Pillar** \$1,000-\$2,499
- ☐ **Sustainer** \$750-\$999
- ☐ **Founder** \$500-\$749
- ☐ **Builder** \$250-\$499
- ☐ **Individual** \$100 and above

☐ Enclosed is my check for \$ _____

☐ Please Invoice

☐ Please charge \$ _____ to my credit card:

☐ American Express ☐ Visa ☐ Mastercard

Card number: _____ Exp. Date: _____

Name on card: _____

Signature: _____

Phone # _____

Email: _____

Would you like to receive future e-mail announcements? ☐ Yes ☐ No



WATER EDUCATION FOUNDATION

717 K Street, Suite 317
Sacramento, CA 95814
916-444-6240
916-448-7699 fax
www.watereducation.org
www.aquafornia.com

The Water Education
Foundation is a non-
profit, tax-exempt,
501(c)3 organization.
Federal tax ID
#94-2419885.

Your contribution
is tax deductible to
the fullest extent
allowable by law.

Giving Back Contribution Plan

\$1,000 and above

With your generous contribution you will receive:

Pillar (\$1,000 - \$2,499)

- Six *Western Water* magazine subscriptions for one year
- One *River Report* (Colorado River-focused newsletter) subscription for one year
- New and revised *Layperson's Guides*
- Reduced rates for special events
- Recognition in Water Education Foundation Annual Report
- One California Water Map
- One Colorado River Map
- One Delta Sustainability Map
- One fourth-grade school program
- One consultaion with our ProjectWET(Water Education for Teachers) coordinator
- One public television water documentary and viewer's guide
- Full set of *Layperson's Guides*

Sponsor (\$2,500 - \$4,999)

All the Pillar benefits plus . . .

- One complimentary registration to Executive Briefing
- One signed hardbound book, *Water and the Shaping of California*

Supporter (\$5,000 - \$7,499)

All the Pillar and Sponsor benefits plus . . .

- Two signed paperback books, *Water and the Shaping of California*
- Two public television water documentaries and viewer's guides
- One set of water posters (California, Groundwater, Delta, Colorado River, etc.)

Patron (\$7,500 - \$9,999)

All the Pillar, Sponsor and Supporter benefits plus . . .

- One complimentary Water Tour registration
- One additional public television water documentary and viewer's guide
- One additional signed paperback book, *Water and the Shaping of California*
- One *Colorado River Symposium Proceedings* book

Steward (\$10,000 and above)

All the Pillar, Sponsor, Supporter and Patron benefits plus . . .

- Two additional complimentary Water Tour registrations
- One set of updated television documentaries and viewer's guides
- One additional signed hardbound book, *Water and the Shaping of California*
- Two *Colorado River Symposium Proceedings* books

Attached is “Section E. Employee Grievance or Concerns” of the District’s Employee Handbook. The Personnel Committee has reviewed this section and recommends the addition of Step 5 to the grievance process.

E. Employee Grievances or Concerns

The District encourages those of you who may be experiencing work performance problems, employee-supervisory concerns, peer disturbances or other concerns to bring them to the attention of your supervisor, manager and/or to the Human Resources Manager.

The District defines a grievance as an expressed dissatisfaction by employees pertaining to conditions of their employment. Complaints may include such things as discipline, transfer, job posting, harassment, unfair assignment, overtime, vacation or holiday time, a personal request that has been denied, etc.

Step 1: Discuss your complaint with your immediate supervisor as soon as possible. If you are not satisfied with the response in five calendar days, take your complaint to Step 2.

Step 2: Submit your complaint in writing to the department manager within five calendar days after completion of Step 1. If the complaint is not mutually resolved, go to Step 3.

Step 3: Submit your written complaint to Human Resources. Human Resources will schedule a meeting with the supervisor and department manager. The facts of the complaint will be examined thoroughly and confidentially. The employee will be informed of the decision within ten business days after that meeting.

Step 4: If the employee disagrees with the decision made at Step 3, an appeal to the General Manager can be filed within five business days after the employee receives the decision referenced in Step 3. When the employee makes a formal appeal, the Human Resources Manager will talk with the employee about the areas of concern, documenting the discussion in an appeal statement that can be viewed by the employee and signed. Human Resources and the General Manager will have 15 business days in which to review the matter, make a final determination concerning the appeal, and communicate the decision to the employee. Subject to Step 5, the decision rendered by the Human Resources Manager and General Manager shall be considered final.

Step 5 (For Cause Terminations Only): If an employee who has been terminated for cause disagrees with the decision made at Step 4, a final appeal to the Board can be filed within five business days after such employee receives the decision referenced in Step 4; provided, however, if such employee resigns from his or her employment with the District prior to filing his or her appeal to the Board, such resignation shall constitute the employee's waiver of his or her right to file any appeal to the Board under this Step 5. Such written appeal shall request the Board to review whether the procedural requirements of this Section V(E) have been followed and to review the basis or grounds for the determination made by Human Resources and the General Manager referenced in Step 4. The Board will have 30 business days in which to review the matter, make a final determination concerning the appeal, and communicate the decision to the employee. Such employee shall be placed on unpaid leave beginning on the filing date of his or her

appeal to the Board and continuing through the date the Board's decision is communicated to the employee (the "Board Consideration Period"). In the event the Board overturns the decision of Human Resources and the General Manager made at Step 4, such employee shall be reinstated and will receive the amount of compensation he or she would have been entitled to had such employee not been placed on unpaid leave during the Board Consideration Period. The decision rendered by the Board shall be considered final.

Nothing in this Section E shall in any way abrogate or alter a District employee's status as an "at will" employee of the District, who is subject to dismissal from employment at any time for any reason, or for no reason.

DRAFT

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: June 21, 2012 **June 27, 2012**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION
TO RECRUIT FOR THE POSITION OF HUMAN RESOURCES
MANAGER.***

Attached is a “Human Resources Duty and Staffing Comparison” chart for the Board’s information. Staff will provide a detailed review of the chart at the meeting.

HUMAN RESOURCES DUTY AND STAFFING COMPARISON

ORGANIZATION	HR Department			HR Salary Range (\$/Month)		Total Staff	FTE : HR Ratio	HR Cost : FTE Ratio ^b (\$/FTE/Yr.)
	Manager Level	Support Staff	Qualification/Duties Compared to PWD ^a					
Palmdale WD	1		-	8,452	10,274	85	85	1,450
California Averages Public Agencies ^c Private Companies ^d			Same Same		10,195 12,857			
Desert Water Agency	1 1		Same Less (Safety/Risk)	8,641 6,938	10,521 <u>8,432</u> 18,953	220	110	1,034
Lake Arrowhead CSD	1		More	4,125	5,468	41	41	1,600
Mesa Consolidated WD	1	1	Less Less	5,287 4,673	8,045 <u>6,442</u> 14,487	59	30	2,947
Valley Center MWD	1	1	More Less	5,429 4,924	7,275 <u>6,599</u> 13,874	64	32	2,601
Walnut Valley WD	1		Same	4,360	6,783	40	40	2,035
West Valley WD	1		More	7,331	8,911	42	42	2,546
Yorba Linda WD		1	Less	5,017	6,113	69	69	1,063
Averages:							52	1,975
City of Palmdale	1	1 1	Same Less Less	4,215 4,647	12,331 5,380 <u>6,540</u> 24,251	150	50	1,940
City of Lancaster	1	1 1 1 1	Same Less Less Less Less	9,460 4,071 5,087 5,478 3,259	14,191 5,474 7,122 7,670 <u>4,383</u> 38,840	290	58	1,607
Averages:							54	1,774

NOTES

a : "Less" designation indicates position focus on paperwork and research functions. The functions of dispute resolution/avoidance, coaching and mentoring, policy development, and employee resource are not included.

b : The top of the salary range is used for this comparison.

c : Bureau of Labor Statistics (bls.gov)

d : Salary.com

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: June 21, 2012 **June 27, 2012**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION
ON CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2012
BOARD ELECTIONS***

Information for the 2012 California Special Districts Association (CSDA) 2012 election for Region 5, Seat A, is attached for your consideration. The District is asked to vote for only one candidate by August 3, 2011.

The candidates are as follows:

- Elaine Freeman
Rancho Simi Recreation and Park District
- Hugh Rafferty
Santa Maria Public Airport District
- Moira Barron
Meiner Oaks County Water District
- R.J. Kelly
Castaic Lake Water Agency
- Al Morrisette
Phelan Pinon Hills Community Services District
- Manuel Aranda
San Bernardino Valley Water Conservation District
- John DeMonaco
Chino Valley Independent Fire District



**California Special
Districts Association**
Districts Stronger Together

RECEIVED
JUN 13 2012

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2012 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat A. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat A and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 3, 2012.**

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association
Attn: 2012 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csla.net with any questions.



CSDA BOARD OF DIRECTORS ELECTION 2012

*All Fields Must Be Completed for ballot to be counted.
(Please vote for only one.)*

REGION FIVE

●
Seat A - term
ends 2015

☐ Elaine Freeman
*Rancho Simi Recreation
and Park District*

☐ Hugh Rafferty
Santa Maria Public Airport District

☐ ~~Molra~~ Barron

MENNER OAKS CO. WATER

☐ R. J. Kelly
Castaic Lake Water Agency

☐ Al Morrissette
*Phelan Pinon Hills
Community Services District*

☐ Manuel Aranda
*San Bernardino Valley Water
Conservation District*

☐ John DeMonaco
*Chino Valley Independent
Fire District*

Signature: _____ Date: _____

Member District: _____

Must be received by 5pm, August 3, 2012. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



Dear CSDA Members:

The California Special Districts Association does an incredible job of watching out for all special districts in the State. Their on-going efforts include the offering of educational classes and conferences and the active monitoring of legislative and policy proposals that greatly affect District operations. It is my belief that special districts are the best provider of local services and that is why it would be an honor to serve on the Board of Directors and to assist in promoting the value of special districts and to help continue the great work of the organization. My qualifications include both public and private experience including serving as a Board member on the Rancho Simi Recreation Park District since 2003.

I currently serve as Vice President of the Ventura County Special District's Association ("VCSDA"), as one of the Special District Board Members on the LAFCO Commission, as a member of the California Special District's ("CSDA") Legislative Committee, and as a member of the Santa Monica Mountains Conservancy Advisory Committee. I am also owner of Urban Strategies, a land use and government policy consulting firm, which was recognized as business of the year by the Simi Valley Chamber of Commerce in 2004. I am very proud to have been selected as the 38th Assembly District Woman of the Year for 2002 by State Assemblyman Keith Richman, M.D. and was awarded the Strathearn Lifetime Achievement Award by the Simi Valley Chamber of Commerce. I would very much appreciate the opportunity to serve as a Region 5 Representative on the CSDA Board of Directors and respectfully ask for your vote.

Elaine Freeman
Board Member, Rancho Simi Recreation and Park District

My name is Hugh Rafferty, and I am asking your support in electing me to the Board of Directors of the California Special Districts Association representing Region 5, Seat A.

I serve on the Board of the Santa Maria Public Airport District in Santa Maria, CA. I am the Chairman of the Educational Committee of the Santa Barbara Chapter of CSDA, and serve on both the Educational Committee and the Elections and Bylaws Committee at the State level.

In addition to the above, I currently serve or have served on other boards and committees as follows:

Immediate Past President of the Santa Maria Public Airport District.
Chairman of the Santa Barbara County Taxpayers' Association
Chairman of the Committee to Improve North (Santa Barbara) County
Chairman of Coast Hills Federal Credit Union
Chairman of Leadership Santa Maria Valley, sponsored by the Chamber of Commerce
Chairman of the Allan Hancock Community College District Measure I Bond Oversight Committee
Past Chairman of the Santa Maria Joint Union High School District Measure C Bond Oversight Committee
Member of the Santa Maria Public Airport District Finance Committee
Judge Advocate of Coastal Valleys Detachment 1340, Marine Corps League

I am the recipient of the Phi Delta Kappa Educational Foundation Lay Citizen Award for my work while serving as Chairman of the Santa Maria Joint Union High School District Bond Oversight Committee.

My purpose in running for the CSDA Board is to: first, serve the members of Region 5 by representing their concerns at the State level, and second, work develop programs to bring an increased level of education to members of the Association.

As a retiree, I can devote the time it takes to work with CSDA and other organizations on your behalf.

Thank you for your consideration,

Hugh J. Rafferty
Director, Santa Maria Public Airport District

**R.J. Kelly
Castaic Lake Water Agency**

**Candidate Statement
Region 5**

I have served on the Board of Castaic Lake Water Agency for nine years. During that time I served as Vice President for four years and President for two years and currently Chair the Finance Committee.

I have been involved in CSDA through my attendance at the annual conferences and seminars for approximately five years. It was during my Presidency that I was awarded the CSDA President of the Year Award. I also completed the Special District Institute programs with both CSDA and SDI.

Through CLWA's membership in ACWA I was on Region 8 and the Finance Committee held in Sacramento.

My background is finance, accounting and tax planning. I am a hard worker and think outside the box. I know that I can commit the time, energy and knowledge to assist the CSDA Board representing Region 5.

I look for your VOTE and support.

Thank you

RJ Kelly

Al Morrisette
Candidate Statement

The CSDA is viable in representing a variety of California Special Districts under one umbrella and weaving the fabric of our current and future needs into a ripstop government fiber.

I have a 40 year entrepreneurial background in the fields of horticulture, restoration, environment, business consulting and journalism. My community based background began in 1996 as an appointed member of the Pinon Hills Municipal Advisory Council, 2003 to the San Bernardino County Zone-L Water Board and in 2008 elected to the Phelan Pinon Hills Community Service District. I have help write legislation, community programs, and seek capital through the public and private sectors as a Grant Writer and Community Liaison. I serve my District as the Chairman of the Government Affairs, Park and Recreation and a variety of Adhoc Committees.

Currently I represent your interest in CSDA on the Membership Committee, Education Committee and the Adhoc LAFCO Committee.

I seek a seat on the Board of Directors to help maintain the balance of the Board, bring fresh ideas and represent our districts. I feel it is vital to maintain regular communication with your district and give our region a strong voice.

Candidate Statement of Manuel Aranda, Jr.
San Bernardino Valley Water Conservation District (SBVWCD)

The SBVWCD has been a member of California Special Districts Association (CSDA) for over a decade. I have over the years attended CSDA monthly meetings. I have served on ACWA's various committees, including:

- Legal Committee
- Legislative Committee
- Federal Committee
- Groundwater Committee
- Communications Committee (Presently)

I have also served as California's representative for The Western Coalition of Arid States (WESTCAS) for several years. In addition I have over the years on a regular basis presented water issues to local service clubs, churches and schools. I feel that my experience in water permits me to serve on the CSDA Board that would continue to address the concerns of water districts in California.

Dear CSDA Colleges,

I serve on the Board of Directors of the Chino Valley Independent Fire District. I am very proud to state that the Fire District is the first fire district to receive the District of Distinction accreditation from the Special Districts Leadership Foundation (SDLF). We became a District of Distinction in 2008. I serve on the CSDA Education Committee and the Membership Committee.

I am a retired Fire Chief with 33 years of Fire Service experience. I have been involved in city, county, JPAs and special districts in various capacities. My commitment to public service and local government is demonstrated by my extensive experience in the public sector. I served as Fire Chief for the Cities of San Marino and Westminster and as a Chief Fire Officer with the Orange County Fire Authority before retiring. I also worked for the cities of California City, Placentia, and Hawthorne. My education has been devoted to the public sector as well. I have a Bachelor of Arts degree in Public Management and I am a graduate of the National Fire Academy as an Executive Fire Officer.

I am committed to legislative advocacy for special districts. I recognize the importance of working together to represent the common interest of all California special districts and the residents that we serve. Special districts provide one of the most effective, efficient, and accountable forms of local service. It is vital that we continue to work together to influence and monitor policy decisions affecting California special districts.

I am committed to work as hard as I can to keep special districts intact. If you would like to speak with me, I can be reached at (909) 816-8396 or by email at johndemonaco@verizon.net

I look forward to your support! Thank you for your consideration.

John DeMonaco

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 21st would be about a month away for Personnel.

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

Committee Member Dizmang: The 28th 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 9th and the 23rd. I won't be able to make the 16th. Matt and I will be coming back from Washington that day.

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

Chair Mac Laren: Okay. So the 21st or the 25th 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 21st.

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

MINUTES OF MEETING OF THE OUTREACH COMMITTEE OF THE PALMDALE WATER DISTRICT, MAY 7, 2012:

A regular meeting of the Outreach Committee of the Palmdale Water District was held Monday, May 7, 2012, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order.

1) Roll Call.

Attendance:

Outreach Committee:

Gloria Dizmang, Chair

Robert Alvarado, Committee
Member

Others Present:

Matt Knudson, Engineering Manager

Jim Stanton, Information Technology Manager

Claudette Roberts, Water Conservation Spvsr.

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Alvarado, seconded by Chair Dizmang, 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 April 9, 2012.

After a brief discussion, it was moved by Committee Member Alvarado, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the meeting held April 9, 2012, as written.

4.2) Discussion and Possible Action on Quote Received From Constant Contact to Help Enhance the District's Web Site and Social Media Presence. (\$3,000.00 – Non-Budgeted – Information Technology Manager Stanton)

Information Technology Manager Stanton reviewed the updated quote received from Constant Contact followed by discussion of conducting an email marketing

campaign to drive customers to the District's Facebook page, revamping the District's Facebook and web site prior to any campaign, the potential effectiveness of such a campaign, the templates available for various campaigns, and hosting video links and powerpoint presentations.

Water Conservation Manager Roberts then reviewed impact marketing videos through AngelVision followed by discussion of improving the District's image, the message to be conveyed, available video options, combining Constant Contact and impact videos in a marketing campaign, and obtaining an updated price quote from AngelVision.

After a further discussion of these marketing options, it was moved by Director Alvarado, seconded by Chair Dizmang, and unanimously carried to approve a contract with Constant Contact in the amount up to \$3,000.00 targeting 5,000 to 10,000 customers through a campaign and that remaining funds be used for developing an impact video through AngelVision to help enhance the District's web site and social media presence and that this item be presented to the full Board at the second regular Board meeting in May as a revised agenda item for "Consideration and possible action on authorizing the maximum amount of up to \$3,000.00 to help enhance the District's web site and social media presence."

4.3) Discussion of Community Presentations. (General Manager LaMoreaux)

Engineering Manager Knudson stated that there is no additional information on this item at this time.

4.4) Discussion of Content for Next Issue of Water News. (Water Conservation Supervisor Roberts)

Water Conservation Supervisor Roberts distributed the current issue of Water News followed by discussion of the layout and future content.

Committee Member Alvarado requested before and after Cash for Grass photographs be placed on the District's web site and Facebook.

4.5) Discussion of 2011 Consumer Confidence Report. (Water Conservation Supervisor Roberts)

Water Conservation Supervisor Roberts reviewed the 2011 Consumer Confidence Report and mandatory language followed by discussion of the layout and content, MP

rotators, and printing the Report in Spanish after which it was recommended that 500 copies of the Report be printed in Spanish.

4.6) Discussion of the Palmdale Water District Hosting a Plant Sale. (General Manager LaMoreaux/Water Conservation Supervisor Roberts)

Water Conservation Supervisor Roberts reviewed potential plant vendors for the June 23 Plant Sale and stated that a plant designer will also attend and the District will provide information on rebates and planting in June after which the Committee requested information on conservation and native plants be distributed and a video on native plants be shown during the sale followed by discussion of promoting the Plant Sale.

5) Information Items.

5.1) Update on Landscape Workshops. (Water Conservation Supervisor Roberts)

Water Conservation Supervisor Roberts informed the Committee that a landscape workshop will be held April 19, 2012 at A.V. College hosted by Rosamond Community Services District; that the District will host a landscape workshop at A.V. College in August; and that the District may conduct a workshop at the District's office.

Chair Dizmang stated that regarding coverage in the Antelope Valley Press, she recommends the District advertise free tickets for various events with the tickets to be picked up at the Board meeting.

Emails to the Antelope Valley Press highlighting action items was then discussed including having staff develop a detailed news release for a specific agenda item and listing other action items, the Board meeting time and date, the website, and contact information.

Various options for having the Antelope Valley Press publish District articles and information were then discussed including the District's goal for having items published in the A.V. Press, the goal of the A.V. Press, calling the A.V. Press reporter to specifically request an article be written, requesting the A.V. Press develop a Civic Corner for listing agendas for government agencies, the community bulletin board through TimeWarner Cable, posting meeting dates on the City of Palmdale's local cable channel, and paid advertising in the A.V. Press.

Chair Dizmang then stated that she will work on further details for a "Last Drop" campaign.

Executive Assistant Deans then informed the Committee of the various public relations and outreach items proposed by Consultant Tom Ash at the rate workshop.

Previous Accident Andy cartoons and the benefit of humor in outreach were then discussed.

There were no further information items.

6) Board Members' Requests for Future Agenda Items.

Chair Dizmang requested an item be placed on the next agenda for "Old Business."

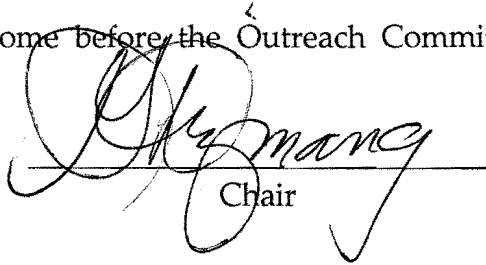
It was determined that "Discussion and possible action on plan to enhance the District's web site and social media presence" and "Discussion of community presentations" and "Discussion of final plans for the Palmdale Water District's Plant Sale" and "Discussion of a policy for requesting District speakers and presentations" and "Discussion of a policy for Board submittal of content and articles for the District's social media sites and publications" and "Discussion of content and options for Water News" and "Discussion of a 'Last Drop' campaign" will be discussed at the next meeting.

There were no further requests for future agenda items.

The next Outreach Committee meeting was then scheduled for June 11, 2012 at 3:00 p.m.

7) Adjournment.

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



Chair

**MINUTES OF MEETING OF THE WATER SUPPLY & RELIABILITY COMMITTEE
OF THE PALMDALE WATER DISTRICT, MAY 18, 2012:**

A meeting of the Water Supply & Reliability Committee of the Palmdale Water District was held Friday, May 18, 2012, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dexter called the meeting to order.

1) Roll Call.

Attendance:

Water Supply & Reliability Cmte:
Gordon Dexter, Chair
Gloria Dizmang, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Jon Pernula, Water & Energy Resources Mngr.
Matt Knudson, Engineering Manager
Danielle Doll, Administrative Assistant
0 members of the public.

2) Adoption of Agenda.

It was moved by Committee Member Dizmang, seconded by Chair Dexter, 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 April 20, 2012.

It was moved by Committee Member Dizmang, seconded by Chair Dexter, and unanimously carried to approve the minutes of the Water Supply & Reliability Committee meeting held April 20, 2012, as written.

4.2) Presentation of Monthly Water Demand and Supply Status. (Water & Energy Resources Manager Pernula)

Water & Energy Resources Manager Pernula informed the Committee that water supply is tracking on a typical curve and trends indicate the gap between projections and production will close in the coming months and then reviewed the water use and

production charts and graphs included in the agenda packets followed by discussion of the fluctuations in percentages of surface water and ground water use.

**4.3) Consideration and Possible Action on Strategic Water Resources Plan.
(Water & Energy Resources Manager Pernula)**

Water & Energy Resources Manager Pernula stated that the Strategic Water Resources Plan is on hold pending confirmation of a settlement agreement with the City of Palmdale.

5) Project Updates.

5.1) Recycled Water Master Plan. (Water & Energy Resources Manager Pernula)

Water & Energy Resources Manager Pernula stated that the Recycled Water Master Plan is on hold pending confirmation of a settlement agreement with the City of Palmdale.

5.2) Garden Bar Water Supply and Power Project. (Water & Energy Resources Manager Pernula)

Chair Dexter stated that he received an email from opponents to the Garden Bar Water Supply and Power Project offering to present their viewpoints to the Committee followed by discussion of the financial considerations and uncertainties of this Project and potential peripheral canal.

5.3) Water Purchase Opportunities. (Water & Energy Resources Manager Pernula)

Water & Energy Resources Manager Pernula stated that environmental work continues for the water purchase opportunity with Butte County and that the Department of Water Resources has given approval of the program.

5.4) Water Treatment and Transportation Agreement Between Palmdale Water District and Antelope Valley East Kern Water Agency – Acton Water Treatment Plant. (Engineering Manager Knudson)

Engineering Manager Knudson gave an overview on the progress to date on the intertie with AVEK's Acton water treatment plant and the anticipated tie-in date and stated that AVEK would like this project on line by summer to meet demand and that communication between the agencies has been positive on this project.

5.5) Littlerock Dam Sediment Removal Project. (Engineering Manager Knudson)

Engineering Manager Knudson reported that a meeting to discuss the Littlerock Dam Sediment Removal Project was held this morning with Forest Service staff and Aspen Environmental; that filing environmental documentation and scheduling a public scoping meeting were discussed, and the Forest Service is eager to move the project forward; and that a quarry near Littlerock Creek is interested in taking sediment from Littlerock Reservoir at a cost depending on material followed by discussion of public impact from this Project.

6) Public Comments on Closed Session Agenda Matters.

7) Closed Session Under:

7.1) Government Code Section 54956.9(a), Existing Litigation: *Antelope Valley Ground Water Cases.*

8) Public Report of Any Action Taken in Closed Session.

No closed session was held.

9) Information Items.

General Manager LaMoreaux informed the Committee that production at the plant was at 19 MGD earlier this week partly due to the H & E building fire; that water use for the fire was coordinated between District staff and the fire department; and that Facilities Manager Moore will provide a summary of that coordination at the next regular Board meeting.

He then informed the Board that an algae bloom occurred this week at Palmdale Lake; that the Lake was treated yesterday morning; that production was decreased due to

algae through the plant; and that GAC helped control any taste and odor problems that may have occurred as a result of the algae bloom.

Engineering Manager Knudson then informed the Committee that a contract was previously approved with Wildermuth Environmental for the preparation of the Local Groundwater Assistance Grant application; that they are now working on the application, which is due mid-July to the Department of Water Resources; and that he will provide a thorough review of that application at a future Committee meeting.

There were no additional information items to discuss.

10) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

Chair Dexter requested an item be placed on the next agenda for "Discussion of the District's water banking opportunities."

11) Adjournment.

There being no further business to come before the Water Supply & Reliability Committee, the meeting was adjourned.



Chair

**MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE
WATER DISTRICT, JUNE 4, 2012:**

A meeting of the Personnel Committee of the Palmdale Water District was held Monday, June 4, 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

Tim Gosney, Attorney

Robert Alvarado, PWD Director

Jeannie Burns, Human Resources Manager

Mike Williams, Finance Manager/CFO

Peter Thompson, Operations Manager

Matt Knudson, Engineering Manager

Tim Moore, Facilities Manager

Jon Pernula, Water & Energy Resources Manager

Gene Taylor, Customer Service Supervisor

Dan Henry, Field Service Supervisor

Dennis Hoffmeyer, Senior Accountant

Kelly Jeters, Systems Supervisor

Ed Boka, Treatment Plant Supervisor

Joe Kerschner, Water Quality Supervisor

Dawn Deans, Executive Assistant

34 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 April 23, 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 April 23, 2012, as written.

4.2) Presentation on Administrative Services Department Operations and Staffing. (Finance Manager Williams)

Finance Manager Williams, Field Service Supervisor Henry, Customer Service Supervisor Taylor, and Senior Accountant Hoffmeyer informed the Committee of how the Administrative Services Department quantifies its activities through numbers and then reviewed staffing for the department, core responsibilities, additional duties assigned, reporting requirements, billing system management, and the challenges facing the customer service, field service, and accounting areas of the Administrative Services Department, and after a brief discussion, the Committee thanked staff for the information and commended and thanked Administrative Services staff in attendance for their efforts.

It was then determined that the Facilities Department will be presented at the next Personnel Committee meeting.

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

Human Resources Manager Burns reviewed the Dual Medical Coverage and Vacation/Personal Day Purchase Program employee benefit cost savings measures, the anticipated savings from these measures, and staff's recommendation to implement these measures, and after a brief discussion, it was moved by Committee Member Dizmang, seconded by Chair Mac Laren, and unanimously carried to approve staff's recommendation of implementing the Dual Medical Coverage and Vacation/Personal Day Purchase Program employee benefit cost savings measures and that these measures be presented to the full Board at the next regular Board meeting for consideration.

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

After a brief discussion of the importance of a Grievance Policy, of the terms of the District's Employee Handbook and at-will employment, of the current Grievance Policy procedures, of the Board making a final determination in matters involving termination for cause, and of JPIA's disciplinary recommendations, the Committee recommended that Attorney Gosney draft a revision to the Employee Handbook under Section E "Employee Grievances or Concerns" for examination of procedural compliance and cause as Step 4 to the District's Grievance Policy and that the Committee review this draft at the next meeting.

**4.5) Discussion and Possible Action on Human Resources Manager Position.
(Chair Mac Laren)**

General Manager LaMoreaux acknowledged the Board's reluctance to advertise and recruit for the Human Resources Manager position due to budgetary concerns and then informed the Committee that four employees have confirmed their intent to retire under the Two-Year Service Credit Retirement Program; that the intent of the Board's action to table this item was to see how many positions would be vacated from this Program and the cost savings from these vacancies; and that of the twenty positions eligible to take advantage of this Program, he recommends the immediate filling of the Human Resources Manager and Water & Energy Resources Manager as critical positions for the long term health of the District.

After discussion of general salary research for the Human Resources Manager position and of alternatives to this position, the Committee directed General Manager LaMoreaux to investigate alternative positions to cover the basic needs of human resources after which General Manager LaMoreaux stated that he will review the ACWA Salary Survey for alternative and related positions to the Human Resources Manager position and present this information at the next Committee meeting.

The Committee then stated the reason for implementing the hiring freeze and requested the Organization Chart be reviewed for possible reorganization and streamlining after which General Manager LaMoreaux recommended the history and evolution of Organization Charts be reviewed by the Committee.

5) Information Items.

5.1) Update on ACWA/JPIA Review of Palmdale Water District Fraternization Policy. (Human Resources Manager Burns)

Human Resources Manager Burns informed the Committee that JPIA's preliminary opinion on the District's Fraternization Policy concurs with the Policy; that a final opinion is expected within the next week; and that she will inform the Committee when a final opinion is received.

5.2) Update 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 informed the Committee that based on the recent employee survey, the majority of District employees are satisfied with their current benefits; that staff continues to obtain information on the CalPERS medical plan; and that a Supreme Court healthcare decision is expected soon.

General Manager LaMoreaux then informed the Committee that a final employee survey will be conducted regarding a decision between the District's current plan and the CalPERS plan after all information and cost savings have been evaluated,.

5.3) Update on CalPERS Two-Year Service Credit Retirement Program. (General Manager LaMoreaux)

General Manager LaMoreaux informed the Committee that four employees have submitted their intent to take advantage of the CalPERS Two-Year Service Credit Retirement Program.

There were no additional information items to discuss.

6) Board Members' Requests for Future Agenda Items.

It was determined that "Reconsideration of the minutes from the April 23, 2012 Personnel Committee meeting" and "Presentation on Facilities Department operations and staffing" and "Review and possible action on Palmdale Water District Grievance Policy" and "Discussion and possible action on Human Resources Manager position" will be placed on the next agenda for consideration.

JUNE 4, 2012
PERSONNEL
COMMITTEE MEETING

It was then determined that the next Personnel Committee meeting will be held June 20, 2012 at 6:30 p.m.

7) **Adjournment.**

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


Chair