

MINUTES OF MEETING OF THE ORGANIZATIONAL EXCELLENCE COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 19, 2019:

A meeting of the Organizational Excellence Committee of the Palmdale Water District was held Thursday, September 19, 2019, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order at 4:30 p.m.

1) Roll Call.

Attendance:

Committee:

Gloria Dizmang, Chair

Kathy Mac Laren, Committee Member

Others Present:

Dennis LaMoreaux, General Manager

Adam Ly, Assistant General Manager

Robert Alvarado, PWD Director

Don Wilson, PWD Director

Mike Williams, Finance Manager

Jennifer Emery, Human Resources Director

Judy Shay, Public Affairs Director

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Mac Laren, seconded by Chair Dizmang, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held August 29, 2019.

It was moved by Committee Member Mac Laren, seconded by Chair Dizmang, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held August 29, 2019, as written.

4.2) Consideration and Possible Action on Diversity and Inclusion Training Scheduled for December 12, 2019. (\$7,000.00 – Budgeted – Human Resources Director Emery)

After a brief discussion of this training and of the benefit to the District, it was moved by Committee Member Mac Laren, seconded by Chair Dizmang, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to conduct Diversity and Inclusion Training on December 12, 2019 in the not-to-exceed amount of \$7,000.00.

4.3) Consideration and Possible Action on the District's Benefits Package. (Human Resources Director Emery/General Manager LaMoreaux)

After a brief discussion of the District's benefits package and of the Kaiser health plan option, the Committee recommended that District policy be maintained to cover the cost of the District's lowest cost family plan that is available to all employees, which increases the employer health plan coverage cost from \$1,850.00 to \$1,875.00.

5) Information Items:

5.1) Status on Ensuring the District of Distinction and Transparency Renewal is Filed in 2019. (Organizational Excellence Committee Goal)

It was stated that the District has successfully completed the District Transparency Certificate of Excellence Program through the Special District Leadership Foundation.

5.2) Other.

Human Resources Director Emery stated that updated job descriptions will be presented to the Committee for consideration at a later date.

There were no other information items.

6) Board Members' Requests for Future Agenda Items.

It was stated that an item for "Consideration and possible action on updates to the Employee Handbook" and "Consideration and possible action on updating the Community Workforce Agreement" will be placed on the next Committee agenda.

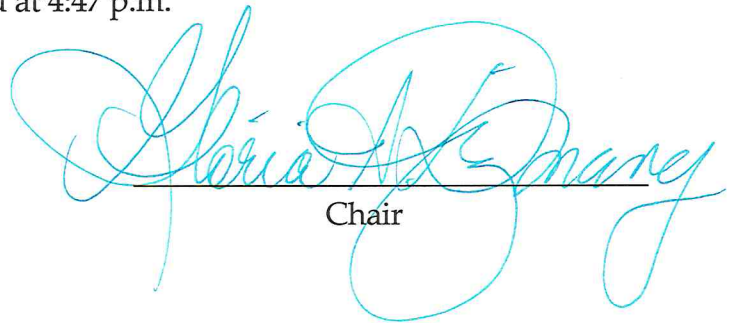
There were no further requests for future agenda items.

7) Date of Next Committee Meeting.

It was determined that the next Organizational Excellence Committee meeting will be held in November.

8) Adjournment.

There being no further business to come before the Organizational Excellence Committee, the meeting was adjourned at 4:47 p.m.



Chair