

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, APRIL 8, 2024:

A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, April 8, 2024, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District Office. President, Kathy Mac Laren-Gomez, called the meeting to order at 6:00 p.m.

1) Pledge of Allegiance/Moment of Silence.

At the request of President Mac Laren-Gomez, Director Sanchez led the Pledge of Allegiance followed by a moment of silence in honor of our troops.

2) Roll Call.

Attendance:

Kathy Mac Laren-Gomez, President
Scott Kellerman, Vice President
Don Wilson, Treasurer
Vincent Dino, Secretary
Cynthia Sanchez, Assistant Secretary

Others Present:

Dennis LaMoreaux, General Manager
Adam Ly, Assistant General Manager
Pam Lee, General Counsel
Angelica Garcia, Human Resources Director
Danielle Henry, Executive Assistant
1 member of the public

3) Adoption of Agenda.

It was moved by Director Dino, seconded by Director Kellerman, and unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as written.

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Presentations:

5.1) None at This Time.

There were no presentations.

6) Action Items – Consent Calendar: (The Public Shall Have an Opportunity to Comment on Any Action Item on the Consent Calendar as the Consent Calendar is Considered Collectively by the Board of Directors Prior to Action Being Taken.)

6.1) Approval of Minutes of Regular Board Meeting held March 25, 2024.

6.2) Payment of Bills for April 8, 2024.

6.3) Approval of Absence of Director Sanchez from March 25, 2024 Regular Board Meeting Due to Unforeseen Circumstances. (General Counsel Lee)

6.4) Approval of Revised Operations Technician Job Description Separating Fleet and Mechanical Classifications. (No Budget Impact - Human Resources Director Garcia/Personnel Committee)

6.5) Approval of Revised Electrician Job Description Updating the License and Certification Requirements. (No Budget Impact - Human Resources Director Garcia/Personnel Committee)

6.6) Approval of Revised Job Descriptions for Resources and Analytics Management Positions. (No Budget Impact - Human Resources Director Garcia/Personnel Committee)

6.7) Approval of Increase for Employee Safety Shoe Allowance from \$175.00 to \$250.00. (Additional \$4,200.00 – Budgeted – Human Resources Director Garcia)

President Mac Laren-Gomez announced the items included in the Consent Calendar after which it was moved by Director Kellerman, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to approve those items included in the Consent Calendar.

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 Approval of Operator-in-Training Positions. (\$42,440.86 – Non-Budgeted – Human Resources Director Garcia/Personnel Committee)

Human Resources Director Garcia provided an overview of staff's recommendation to add two Operator-in-Training positions to provide training and advancement opportunities for current staff members and prepare for succession

resulting from retirements, and after a brief discussion of succession planning, it was moved by Director Kellerman, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to approve the Operator-in-Training positions in the non-budgeted amount of \$42,440.86.

7.2) Discussion of 2023 Employee Engagement Survey Results and Follow-Up Process. (No Budget Impact – Human Resources Director Garcia/Personnel Committee)

Human Resources Director Garcia reviewed in detail the 2023 Employee Engagement Survey Results, including the overall participation and by tenure, the scoring benchmark, the predictive survey comparison, the survey questions and factors, the comment topics, and the top focus areas, followed by discussion of the participation rate, of staff scoring, of the past survey with Mathis Consulting Group, of action plan follow-through, of employee recognition, of strengths and opportunities, and of staff confidentiality.

She then provided an overview of the progress-to-date, the departmental brainstorming sessions, and the next steps of creating department-specific and company-wide action plans followed by further discussion of staff participation and feedback, of the 2022 Strategic Plan, of the Engagement Committee, of the action plan timeline, of specific focus areas, of employee appreciate events, of the benchmark factors, and of the follow-up survey process.

The Board then thanked Human Resources Director Garcia for her efforts with this survey.

7.3) Consideration and Possible Action on Authorization of the Following Conferences, Seminars, and Training Sessions for Board and Staff Attendance Within Budget Amounts Previously Approved in the 2024 Budget:

a) None at This Time.

There were no conferences, seminars, or training sessions to consider.

8) Information Items:

8.1) Reports of Directors:

a) Standing Committees; Organization Appointments; Agency Liaisons:

**1) Antelope Valley East Kern Water Agency (AVEK) – March 26.
(Director Dino, Board Liaison/President Mac Laren-Gomez, Alt.)**

Director Dino reported that on March 26, he attended an AVEK Board Meeting where they approved allocation of the remaining Big Rock Creek Recharge Project Funds to the Littlerock Creek Recharge Project.

**2) Personnel Committee Meeting – April 1. (Director Kellerman,
Chair/President Mac Laren-Gomez/Director Dino, Alternate)**

Director Kellerman reported that on April 1, he attended the Personnel Committee Meeting where they discussed and recommended the items that were presented and approved this evening.

b) General Meetings Reports of Directors.

Director Kellerman reported that on April 1, he attended the Personnel Committee Meeting; that on April 4, he attended a Board Briefing; and that on April 8, he is attending the Palmdale Water District Regular Board Meeting.

Director Wilson reported that on March 6, he attended a Board Briefing; that on March 8, he attended the Antelope Valley Hispanic Chamber of Commerce Fire & Ice Installation Gala; that on April 4, he attended a Board Briefing; that on April 5, he attended the AV Edge Spring Business Summit; that on April 6, he attended the Palmdale Fin and Feather Club Meeting; and that on April 8, he is attending the Palmdale Water District Regular Board Meeting.

Director Sanchez reported that on March 18, she attended the Outreach Committee Meeting; that on March 19, she attended the Finance Committee Meeting; that on March 20, she attended the City of Palmdale Council Meeting; that on March 21, she attended a Board Briefing; that on March 21, she also attended the All-Hands Employee Luncheon; that on March 27, she attended a post-Board Meeting Briefing; that on March 27, she also attended a Watermaster Meeting; that on April 1, she attended the Personnel Committee Meeting; that on April 3, she attended the Water Ambassadors Academy; that on April 4, she attended a Board Briefing; and that on April 5, she attended the AV Edge Spring Business Summit.

Director Mac Laren-Gomez reported that on March 26, she attended a Public Water Suppliers Meeting; that on March 27, she attended a Watermaster Meeting; that on March 27, she also attended an Agenda Review Briefing; that on April 1, she attended the Personnel Committee Meeting; that on April 4, she attended a Board Briefing; and that on April 5, she attended the AV Edge Spring Business Summit and welcomed feedback on this event.

Director Dino reported that on March 26, he attended an AVEK Board Meeting; that on March 27, he attended the SDANLAC Meeting; that on March 29, he attended a CSDA Webinar regarding Connecting to Enhance Performance Management; that on April 4, he attended a Board Briefing; that on April 5, he attended the AV Edge Spring Business Summit; and that on April 8, he is attending the Palmdale Water District Regular Board Meeting.

8.2) Report of General Manager.

General Manager LaMoreaux provided a brief overview of the District's Recycled Water Agreement and Amendments with Los Angeles County Sanitation District and the status of the Third Amendment to this Agreement which updates the milestones and use of the recycled water for the Pure Water Antelope Valley (AV) Project and then stated that this Amendment will be presented as information to the Sanitation District Board on April 11, 2024 and that staff will be in attendance to address any potential questions.

8.3) Report of General Counsel.

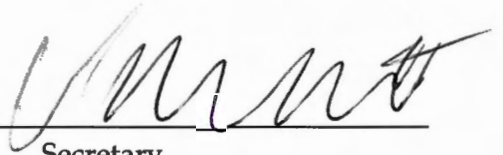
General Counsel Lee provided a brief legislative update on AB 2257 regarding proposed Proposition 218 protest justification requirements and on a litigation case concerning the exemption of the California Environmental Quality Act (CEQA) process for a development approved through the permitting process and the environmental impacts on the neighboring development.

9) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

10) **Adjournment.**

There being no further business to come before the Board, the meeting was adjourned at 7:15 p.m.



Secretary