

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, OCTOBER 16, 2024:

A meeting of the Personnel Committee of the Palmdale Water District was held Wednesday, October 16, 2024, at 2029 East Avenue Q, Palmdale, CA 93550. Chair Kellerman called the meeting to order at 8:30 a.m.

1) Roll Call.

Attendance:

Committee:

Scott Kellerman, Chair

Kathy Mac Laren-Gomez,

Committee Member

Others Present:

Dennis LaMoreaux, General Manager

Scott Rogers, Assistant General Manager

Angelica Garcia, Human Resources Director

Dennis Hoffmeyer, Finance Manager

Judy Shay, Public Affairs Director

Vincent Dino, Alt. Committee Member

Danielle Henry, Executive Assistant

Trisha Guerrero, Management Analyst

2) Adoption of Agenda.

It was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, 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 6, 2024.

It was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held August 6, 2024, as written.

4.2) Consideration on a Recommendation to Approve Principal Engineer Position. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the current Engineering positions and staff's recommendation to add a Principal Engineer position as part of the engineer classifications to provide greater recruitment flexibility, and after clarification of the current and proposed salary ranges, it was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to approve the recommendation to approve a Principal Engineer position and that this item be presented to the full Board for consideration at the October 28, 2024 Regular Board Meeting.

4.3) Consideration on a Recommendation to Approve Changes to Associate Engineer and Senior Engineer Job Descriptions. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the proposed changes to the Associate and Senior Engineer positions, including certification requirements and years of experience, and after a brief discussion of internal succession opportunities and clarification of the engineering position levels and current vacancies, it was moved by Committee Member Mac Laren-Gomez, seconded by Chair Kellerman, and unanimously carried by all members of the Committee present at the meeting to approve the recommendation to approve changes to the Associate Engineer and Senior Engineer job descriptions and that this item be presented to the full Board for consideration at the October 28, 2024 Regular Board Meeting.

Finance Manager Hoffmeyer then expressed his concerns regarding personnel costs related to Engineering positions after which General Manager LaMoreaux clarified that these recommendations are changes to existing positions.

5) Reports:

5.1) Human Resources Director Garcia:

a) Update on Employee Events.

Human Resources Director Garcia provided an update on employee events including the benefit fair held on October 15, open enrollment through the end of October, participation in the 2024 Great California ShakeOut on October 17, the

employee holiday event on December 20, and staff's pumpkin decorating contest to be judged by the Board of Directors before the October 28 Regular Board Meeting followed by a brief discussion of last year's pumpkin decorating contest and the judging categories.

b) Other.

There were no other reports.

6) Board Members' Requests for Future Agenda Items.

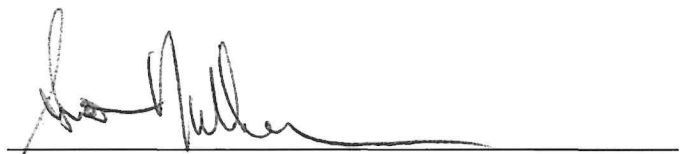
There were no requests for future agenda items.

7) Date of Next Committee Meeting.

There was no date set for the next Personnel Committee meeting.

8) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned at 8:46 a.m.


Chair