

## **MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 30, 2025:**

*A meeting of the Personnel Committee of the Palmdale Water District was held Tuesday, September 30, 2025, at 2029 East Avenue Q, Palmdale, CA 93550. Chair Kellerman called the meeting to order at 2:30 p.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

Debbie Dino, Alt. Committee Member

Judy Shay, Public Affairs Director

Trisha Guerrero, Management Analyst

0 members of the public

### **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 October 16, 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 October 16, 2024, as written.

**4.2) Consideration on a Recommendation to Approve Update to Compensation Scale Structure. (No Budget Impact – Human Resources Director Garcia)**

Human Resources Director Garcia provided an overview of the current and proposed Compensation Scale Structures and stated that the District is in the process of transitioning to Paylocity for payroll services which would require an update to the Structure to eliminate the manual compensation increase process, and after a brief discussion of the past and current step increases, of performance reviews and promotions, and of the 2025 Budget impact being within the General Manager's spending authority, 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 update to the Compensation Scale Structure effective immediately and that this item be presented to the full Board for ratification at the October 13, 2025 Regular Board Meeting.

**4.3) Consideration on a Recommendation to Approve Artificial Intelligence (AI) Policy. (No Budget Impact – Human Resources Director Garcia)**

Human Resources Director Garcia provided an overview of the proposed Artificial Intelligence (AI) Policy, and after a discussion of the advancement in technology, of the significant increase in AI usage, of the extent of its potential application in the workplace including sensitive matters and official records, and of staff training, 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 the Artificial Intelligence (AI) Policy and that this item be presented to the full Board for consideration at the October 13, 2025 Regular Board Meeting.

**5) Reports:**

**5.1) Human Resources Director Garcia:**

**a) Summary of Changes for 2026 Benefit Plan Year.**

Human Resources Director Garcia provided a detailed overview of changes for the 2026 benefit plan year, including out-of-pocket maximums, the average increase of 7.26% in medical plan costs, the addition of infertility benefits in compliance with

Senate Bill 729 for the Anthem and Kaiser HMO plans, and a change in the distribution of the District's Health Savings Account (HSA) contributions for CDHP plans to be evenly divided across the annual payroll cycle followed by a brief discussion of HSA accounts.

**b) Update on Employee Events.**

Human Resources Director Garcia provided an update on employee events including Water Professionals Week activities from October 6-9 and the AV ALTA Soccer Game on October 17, Open Enrollment from October 13-30, the District's Holiday Party on December 6, and the employee pumpkin decorating contest to be held in October and stated that staff suggested displaying the pumpkins in the Customer Care lobby to allow customers to participate in the voting.

She then provided an update on hearing aid coverage and discounts, as well as the Employee Engagement Survey results regarding employee satisfaction with the process, followed by a brief discussion of the recent and future surveys.

General Manager LaMoreaux then reported that the Antelope Valley Chambers Christmas Parade will be held on December 6, which is the same day as the District's Holiday Party, and that this year's theme is Hope and Renewal.

**c) Other.**

There were no other reports.

**6) Board Members' Requests for Future Agenda Items.**

General Manager LaMoreaux stated that job description updates will be presented at the next Personnel Committee Meeting.

There were no further requests for future agenda items.

**7) Date of Next Committee Meeting.**

It was determined that the next Personnel Committee Meeting will be held November 12, 2025 at 10 a.m.

8) **Adjournment.**

There being no further business to come before the Personnel Committee, the meeting was adjourned at 3:18 p.m.

A handwritten signature in blue ink, appearing to read 'W. J. M.', is written above a horizontal line.

Chair