

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, DECEMBER 8, 2025:

A meeting of the Personnel Committee of the Palmdale Water District was held Monday, December 8, 2025, at 2029 East Avenue Q, Palmdale, CA 93550. Committee Member Mac Laren-Gomez called the meeting to order at 2:03 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
Danielle Henry, Executive Assistant
1 member 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 September 30, 2025.

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 September 30, 2025, as written.

4.2) Consideration on a Recommendation to Approve the 2025 Salary Survey Analysis Recommendations. (\$115,000.00 – Not-to-Exceed – Annual Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia presented the 2025 Salary Survey Analysis which recommend using the 75th percentile from 13 comparable agencies, including Los Angeles Department of Water and Power, to support improved recruitment and retention, and after discussion of the comparing agencies, the methodology used, employee benefits, increased staff turnover, recruitment challenges, and current open positions, 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 recommendations of the 2025 Salary Survey Analysis and that this item be presented to the full Board for consideration at the December 15, 2025 Regular Board Meeting.

4.3) Consideration on a Recommendation to Approve Certification Updates to Recommended Job Descriptions. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the proposed certification updates to the recommended job descriptions, and after a brief discussion of the management team's review of the required certifications and the standardization of the certification time period, 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 recommend approval of the certification updates to the recommended job descriptions and that this item be presented to the full Board for consideration at the December 15, 2025 Regular Board Meeting.

4.4) Consideration on a Recommendation to Approve Updates to Job Description Duties for Recommended Positions. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the proposed job description updates for the Management Analyst-Administration, Operator-in-Training and Plant Operator Series, and Water Quality and Regulatory Affairs Supervisor positions after which 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 recommend approval of the updates to the job

description duties for the recommended positions and that this item be presented to the full Board for consideration at the December 15, 2025 Regular Board Meeting.

4.5) Consideration on a Recommendation to Approve Updated Structure for Education and Experience Requirements for All Positions. (No Budget Impact – Human Resources Director Garcia)

Human Resources Director Garcia provided an overview of the proposed structure for education and experience requirements, intended to support standardization and flexibility in response to changing workforce demographics, and after a brief discussion of management and supervisors' review of the proposed changes, 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 recommend approval of the updated structure for education and experience requirements for all positions and that this item be presented to the full Board for consideration at the December 15, 2025 Regular Board Meeting.

5) Reports:

5.1) Human Resources Director Garcia:

a) Update on Employee Events.

Human Resources Director Garcia reported that the December All-Hands Meeting and Luncheon will be held on December 10, and that the second phase of the employee survey analysis is scheduled to take place in January 2026 followed by a brief discussion of salary range bandwidths and employee longevity

b) Other.

There were no other reports.

6) Board Members' Requests for Future Agenda Items.

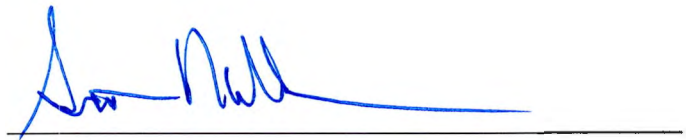
There were no requests for future agenda items.

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 2:51 p.m.

A handwritten signature in blue ink, appearing to read "Dan Hall", is written over a horizontal line.

Chair