



**BEAUMONT-CHERRY VALLEY WATER DISTRICT  
MINUTES OF THE PERSONNEL COMMITTEE MEETING  
Wednesday, July 26<sup>th</sup>, 2017 at 5:30 p.m.  
560 Magnolia Avenue, Beaumont, CA 92223**

---

**CALL TO ORDER**

*Director Covington called the meeting to order at 5:30 p.m., 560 Magnolia Avenue, Beaumont, California.*

*Present at this meeting were Directors Covington, Ramirez, and Director Diaz. Director of Finance and Administrative Services: Yolanda Rodriguez, Director of Engineering: Dan Jagers, and Director of Operations: Tony Lara. Also present at this meeting were representatives of the Beaumont-Cherry Valley Water District (BCVWD) Employee Association: Eric Dahlstrom, Julian Herrera Jr. and Alma Frausto.*

*Public that registered their attendance: Fran Flanders.*

**PUBLIC INPUT**

*Ms. Fran Flanders stated that she is a confused customer and didn't understand the changes currently happening in the District. She stated that she has seen the positive changes since General Manager Eric Fraser was employed at the District and does not understand why he is being terminated.*

**ACTION ITEMS**

**1. Adjustments to the Agenda**

*There were no changes to the Agenda.*

**2. Personnel Committee**

**a) Approval of April 12, 2017 Meeting minutes\*\*(pages 3-4)**

*The Committee accepted the minutes of the April 12, 2017 Personnel Committee minutes.*

**b) Employee Survey Update\*\*(pages 5-6)**

*Director Covington asked Director of Finance and Administrative Services Rodriguez, for a brief summary of the Scope of Services.*

*Director of Finance and Administrative Services Rodriguez, shared the process in sending out the Request for Proposal (RFP) to ten (10) different companies of which five (5) responded with a proposal.*

*Ms. Rodriguez gave a summary of the Scope of Services in the Compensation Study proposal as well as the timeline and the current status of the timeline.*

*Director Ramirez asked regarding the employee's annual reviews and urged staff to get all employee's reviews caught up. He shared the importance of having employee's reviews for all employees up to date and shared that the lack of information makes it hard to work with.*

**c) Employee MOU Renewal Status and Any Proposed Changes**

*Employee Association representative, Eric Dahlstrom, handed a list of requests to the Personnel Committee which included concerns regarding the number of employees per job, sufficient tools to do the job in an efficient manner, safety tools, a request for updated safety classes, on-call schedule for the Distribution Center to include personnel rotation, certification incentives, etc. The Association requested these items should be included in either the BCVWD Policy or the BCVWD MOU.*

*Director Covington asked for the Employee Association to draft a redline MOU for the next Personnel Committee meeting.*

*Director Ramirez asked about the Confined Space policy. Mr. James Bean, Production Maintenance II staff member, explained the policy in detail.*

*The Employee Association proposed to add/and or modify the language and in the policy and the MOU regarding working out of classification, conflict of interest being followed-up, HR representation conflict of interest, shortage of staff and time-off concerns, clarification/modify "normal working hours" by department in the MOU.*

*The Employee Association requested some of the personnel items be discussed with the Personnel Committee behind closed session.*

*Director Covington thanked the employees for their years of service and their dedication.*

**d) District Policy Manual – Discussion\*\*(pages 7-133)**

*Director Covington asked regarding the age of the policy, which District staff shared that the existing policy was created in 2009 and amended throughout the years.*

*Director Covington shared that the Personnel Committee would like to see some updates to the existing policy to make sure the employees and the District are being protected.*

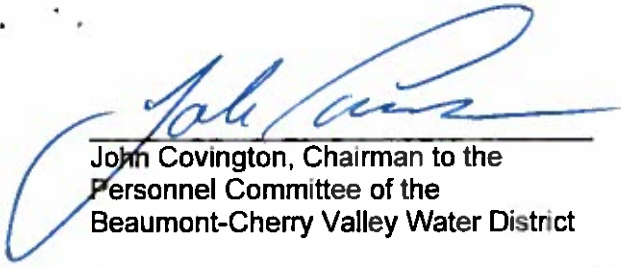
**3. Action List for Future Meetings**

*Director Covington requested leaving the agenda as it currently stands since these issues are ongoing.*

**4. Next Meeting Date: September 13<sup>th</sup>, 2017 at 5:30 p.m.**

**ADJOURNMENT**

*Director Covington adjourned the meeting at 6:35 p.m.*



John Covington, Chairman to the  
Personnel Committee of the  
Beaumont-Cherry Valley Water District

\*\* Information included in the agenda packet