



**BEAUMONT-CHERRY VALLEY WATER DISTRICT AGENDA
MEETING OF THE PERSONNEL COMMITTEE
Monday, January 22, 2018 at 5:30 p.m.
560 Magnolia Avenue, Beaumont, CA 92223**

CALL TO ORDER

PUBLIC INPUT

PUBLIC COMMENT: At this time, any person may address the Finance and Audit Committee on matters within its jurisdiction which are not on the agenda. However, any non-agenda matters that require action will be referred to staff for a report and possible action at a subsequent meeting. To provide comments on specific agenda items, please complete a Request to Address the Committee form and provide the completed form to the Committee President prior to the committee meeting. Please limit your comments to three minutes. Sharing or passing time to another speaker is not permitted.

ACTION ITEMS

1. Adjustments to the Agenda
2. Personnel Committee
 - a) Approval of November 8, 2017 Personnel Committee Meeting minutes (pages 3-5)
 - b) Update on amendments to the 2018-2022 Memorandum of Understanding: Substance Abuse policy
 - c) Update on Safety Equipment
3. Action List for Future Meetings
 - a) District Policy Manual
4. Next Meeting Date: March 26, 2018 at 5:30 p.m.

ADJOURNMENT

** Information included in the agenda packet

AVAILABILITY OF AGENDA MATERIALS - Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Beaumont-Cherry Valley Water District Finance and Audit Committee in connection with a matter subject to discussion or consideration at a meeting of the Finance and Audit Committee are available for public inspection in the District's office, at 560 Magnolia Avenue, Beaumont, California ("District Office") If such writings are distributed to members of the Committee less than 72 hours prior to the meeting, they will be available from the District Office at the same time as they are distributed to Committee Members, except that if such writings are distributed one hour prior to, or during the meeting, they can be made available from the District Office in the Board Room of the District's Office.

REVISIONS TO THE AGENDA -In accordance with §54954.2(a) of the Government Code (Brown Act), revisions to this Agenda may be made up to 72 hours before the Finance and Audit Committee Meeting, if necessary, after mailings are completed. Interested persons wishing to receive a copy of the set Agenda may pick one up at the District's Main Office, located at 560 Magnolia Avenue, Beaumont, California, up to 72 hours prior to the Finance and Audit Committee Meeting.

REQUIREMENTS RE: DISABLED ACCESS - In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the District Office, at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. The District Office may be contacted by telephone at (951) 845-9581, email at info@bcvwd.org or in writing at the Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, California 92223.

CERTIFICATION OF POSTING

I certify that on or before January 18, 2017, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Beaumont-Cherry Valley Water District and to its website at least 72 hours in advance of the meeting (Government Code §54954.2(a)).



Yolanda Rodriguez
Director of Finance and Administration



**BEAUMONT-CHERRY VALLEY WATER DISTRICT AGENDA
MINUTES OF THE PERSONNEL COMMITTEE
Wednesday, November 8, 2017 at 5:30 p.m.
560 Magnolia Avenue, Beaumont, CA 92223**

CALL TO ORDER

Director Covington called the meeting to order at 5:35 p.m. at 560 Magnolia Avenue, Beaumont, California.

Present

<i>Directors present:</i>	<i>Covington, Ramirez</i>
<i>Staff present:</i>	<i>General Manager Dan Jagers; Director of Finance and Administrative Services: Yolanda Rodriguez, 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 and Julian Herrera Jr.</i>

PUBLIC INPUT: *None.*

ACTION ITEMS

1. *Recessed to Closed Session at 5:36 p.m.*
 - a. CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code Section 54957.6

District Representatives: Directors John Covington and Andrew Ramirez
and General Manager Daniel Jagers
BCVWD Employee Association: Julian Herrera Jr. and Eric Dahlstrom

Director Covington reconvened the meeting at 6:18 p.m.

Report on Action Taken during Closed Session:
No reportable action taken.

2. Adjustments to the Agenda: *None.*

3. Personnel Committee

- a) Approval of October 6, 2017 Meeting minutes

The Committee accepted the minutes of the October 6, 2017 Personnel Committee meeting.

b) Employee MOU Renewal Status and Any Proposed Changes

Director Covington reported on the status of the MOU Renewal, and indicated that the latest draft version would be provided to the Employee Association. He noted that the final draft would be presented to the Board at the December 13th meeting, which is on track to fulfill the commitment made by the Committee to having the MOU Renewal completed by the end of 2017.

General Manager Jagers reported that the intent is to provide the Employee Association with the latest draft version of the MOU Renewal by early next week.

c) Compensation Study Update

Director of Finance and Administrative Services Rodriguez reported that the final draft report has been received for review by management and the Committee, and that the Committee and management have accepted the compensation recommendations made by Koff and Associates (Consultant). She noted that the Committee and management have been working diligently on the Compensation Study along with the 2018 Budget and MOU Renewal, as all three parts work in conjunction. She reported that the Consultant's recommendation is to have a three-year implementation and a new Compensation Study performed in the fourth year.

Director Covington indicated the final report would be presented at the December 13th Regular Board meeting. All employees will be provided a copy of the report once it has been approved by the Board. The Consultant will be present at the meeting and will explain the report. He mentioned that there are some positions that appear to require significant adjustment to bring them in line with the market while there are others that are currently above market value.

He said he has reviewed other compensation studies, and noted that the District's study is very detailed and comprehensive. He indicated that with the approval of the Board and in conjunction with the next MOU Renewal, another compensation study would be recommended to be performed by the Committee prior to the expiration of the next MOU Renewal.

Director Covington asked for questions or comments.

4. Action List for Future Meetings

a) District Policy Manual

Director Covington indicated that the Committee would begin updating the District Policy Manual in January.

5. Next Meeting Date: December 13, 2017

Director Covington mentioned the enhanced District website.

General Manager Jagers noted that a customer satisfaction survey had been added to the District website to give customers a chance to provide feedback. He also noted that the public could now subscribe to a mailing list to receive District meeting agendas.

ADJOURNMENT: 6:30 p.m.

Attest:

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