



BEAUMONT-CHERRY VALLEY WATER DISTRICT AGENDA
560 Magnolia Avenue, Beaumont, CA 92223

MINUTES OF THE PERSONNEL COMMITTEE MEETING
Monday, March 30, 2020 at 5:30 p.m.

***Meeting held via teleconference pursuant to
California Government Code Section 54950 et. seq. and
California Governor's Executive Orders N-29-20 and N-33-20***

CALL TO ORDER

Chair Covington called the meeting to order at 5:33 p.m. at 560 Magnolia Avenue, Beaumont, California.

Announcement of Teleconference Participation

Director of Finance and Administration Yolanda Rodriguez clarified that this meeting is conducted via teleconference pursuant to California Government Code Section 54953, and under Executive Order N-29-20 and N-33-20 of the Governor of California.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda for this meeting, pursuant to the Brown Act and the Governor's Executive Order. Under the Governor's Executive Order and the Gathering Guidelines of the California Department of Health due to the danger of COVID-19, the teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities.

The Beaumont-Cherry Valley Water District (BCVWD) will use sound discretion and make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to meetings.

Attendance

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| <i>Directors present:</i> | <i>Ramirez, Covington</i> |
| <i>Directors absent:</i> | <i>None.</i> |
| <i>Staff present:</i> | <i>General Manager Dan Jagers; Director of Finance and Administrative Services Yolanda Rodriguez, Human Resources Coordinator Sabrina Foley, Administrative Assistant Erica Gonzales</i> |
| <i>BCVWD Employee Association reps:</i> | <i>Julian Herrera Erica Gonzales</i> |

Director of Finance and Administration Yolanda Rodriguez verified that all members of the Personnel Committee and staff have indicated that they are able to hear the other directors clearly on the teleconference. No committee members or staff expressed any reason to

believe, based on voice recognition or otherwise, that those persons representing themselves to be committee members are not truly so.

PUBLIC INPUT: *None.*

ACTION ITEMS

1. Adjustments to the Agenda: None.
2. Approval of the January 27, 2020 Meeting minutes

The Committee accepted the minutes of the Personnel Committee meeting.

3. Update on action related to Employee Benefits

Human Resources Coordinator Sabrina Foley reminded the Committee that last year, the Employee Association requested more robust options to be provided for ancillary benefits, which are those apart from health benefits and are fully employee paid. Open enrollment for these benefits has been successfully completed, and will be effective April 1. Feedback to Human Resources has so far been positive, she reported.

Unless the Employee Association has further concerns, this request has been met, Foley stated. Ancillary benefits were also offered to directors, she added. President Covington asked about the differences in new benefits. Ms. Foley explained that type of benefits was not changed, but the District changed companies in order to offer more complete and cost-effective options to the employees. For example, one of the requests was to add a dental PPO, and that has been satisfied, she noted.

In response to President Covington, Ms. Foley explained the only area where additional costs would be incurred by the employee would be in moving from the dental HMO to the new PPO. Any other increases in costs were minimal, she said, while providing quality options. This was a special open enrollment, and another will coincide with the health enrollment in the fall for 2021.

President Covington clarified that the ancillary benefits are also available to directors and asked if there would be another opportunity in the fall open enrollment. Ms. Foley noted it was offered to directors during this enrollment period and it will be available again in the fall.

Director Ramirez said he went through the process and appreciated the assistance offered. He suggested the next time, staff assure that the vendor representative is aware of the work of the directors and their qualifying status for benefits.

President Covington indicated he did not realize that the companies that kept contacting him were part of an open enrollment window. Ms. Foley assured she would communicate further in the fall.

4. Update and Direction related to Director Benefits

- a. Health coverage for Directors
- b. Medical reimbursement program

Human Resources Coordinator Sabrina Foley reviewed the background of the item. Health insurance is currently provided to employees who are not elected officials through CalPERS, which generally restricts eligibility to full time employees. The Board directed staff to research options for Board members, she reminded. In 2019, legal counsel advised that cash in lieu of benefit is not an option for elected officials, Foley continued, nor were they eligible for the CalPERS pension membership. However, CalPERS confirmed verbally that the District contracted with CalPERS in the past to include Board members as eligible employees for the health program membership. If the Board resolved to do so and posts the resolution with CalPERS, then BCWVD can offer health coverage through CalPERS but not the pension plan.

BCWVD currently has such a resolution on file with CalPERS: a letter was provided in 1999 which does leave the option open for participation; however, the payment amount is outdated, she explained, therefore the resolution is no longer compliant. Foley requested guidance from the Personnel Committee and outlined some options moving forward.

First, the resolution can be amended to state the employer will contribute the PEMCA minimum. This will have a varied fiscal impact: for 2020, it would be up to \$8,340 but is subject to change per the PEMCA minimum as established annually by CalPERS, Foley explained.

Another option is to for the Board to adopt a new benefits resolution which defines what will be provided to Board members. The Board should match the benefits offered to an employee group, she noted, so the Board cannot provide themselves with greater benefits than the employees. The fiscal impact would vary, she noted. If a 100 percent benefit were chosen the cost could be up to \$126,854.40 annually based on current costs, but this will vary as rates are negotiated, she advised.

President Covington asked what level of benefits are offered to employees. Ms. Foley advised that all employees enrolled in CalPERS medical receive 100 percent employer paid health benefit premium, including family coverage. In response to Covington, Ms. Foley noted that CalPERS offerings are through various companies but the coverage is substantially the same.

President Covington inquired as to current costs. Ms. Foley estimated monthly costs to the District from \$654 for an employee and spouse plan, to \$2,114 for a family plan per employee. Most employees fall in \$1,700 cost range. In response to Covington, Foley explained cost differences and agreed to provide a spreadsheet with detail.

Ms. Foley suggested the Committee recommend to the Board the adoption of a new benefits resolution in order to determine what will be offered to directors.

Director Ramirez pointed out that the intention was to do what is most equitable and fair for the District and said he feels now is the time to move this forward. He recommended providing the option to directors to receive District covered health insurance and for them to be able to elect it as do the employees. Director Ramirez submitted that at a previous meeting, Director Hoffman indicated that although he did not need District-provided health insurance, that options to help him financially might be considered if he did not elect coverage. He suggested recommending this to the Board at the next meeting.

President Covington asked for clarification and Director Ramirez indicated he was leaning toward 100 percent District-paid health insurance. General Manager Jagers advised this item will require a lot of work and Director Ramirez indicated the April 23 Board meeting would be acceptable. President Covington indicated he did not want the director per diem item on the same agenda. He posited that the District also needs to amend the CalPERS resolution related to the issue and agreed with Director Ramirez that options for directors would be good.

HR Coordinator Foley reminded the Committee that the District cannot provide cash in lieu of benefits, but said she understands that directors not participating in insurance should not be left at a disadvantage. She asked for any requests committee members may suggest. President Covington suggested the medical reimbursement program like that of the San Geronio Pass Water Agency. Ms. Foley voiced concern that this option is not offered to employees and it may be considered a benefit above what is offered to staff and therefore might run into issues. She said she will look into it.

In addition, Foley continued, a consultant suggested the option to rollover a premium amount into deferred compensation for directors, such as a 457. Covington and Ramirez concurred. Foley cautioned this will need to be vetted with legal counsel, and said this might be considered for employees also. President Covington asked Ms. Foley to return the item with some options once it had been vetted by legal for the April 23 Board meeting. He suggested information be provided to the Personnel Committee as soon as available. Mr. Jagers assured the committee that staff will work toward the action for April 23, but staffing may be impacted due to COVID-19.

5. 2019 Performance Evaluation Compliance Report

Ms. Foley advised that this is before the Committee as part of the amended policy for Employee Performance Evaluation procedure, which requires this be presented to the Board. She reviewed the summary of the 2019 evaluation compliance which is at 53 percent.

Ms. Foley indicated she has enacted measures to improve this performance such as conducting supervisor training. The goal for 2020 compliance is significant improvement,, she said.

President Covington requested to receive the HR newsletter via email; Director Ramirez also requested.

6. Report from Human Resources Department

Chair Covington noted that four employees were separated from the District within two months. Ms. Foley noted that two were temporary employees whose assignments ended as scheduled. Two others were voluntary separations, she said.

Chair Covington commended the HR Coordinator on the reports.

Ms. Foley continued her report and detailed some activities related to the COVID-19 situation including best practices and the enactment of the Families First Act. She also noted trainings provided.

7. Action List for Future Meetings

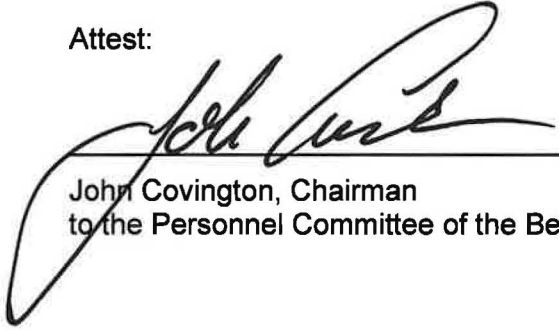
- *Employee Association topics (none added)*
- *Policy manual updates*

8. Next Meeting Date:

Chair Covington called a special meeting for Monday, May 18, 2020 at 5:30 p.m.

ADJOURNMENT: 6:25 p.m.

Attest:

A handwritten signature in black ink, appearing to read "John Covington", is written over a horizontal line. The signature is fluid and cursive.

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