

MINUTES
HUMAN RESOURCES COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
December 11, 2024

I. CALL TO ORDER

Chair Moore called the meeting to order at 6:00 p.m.

Attendee Name	Present	Absent	Late	Arrived
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Estevan Bennett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Haydee Sainz	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
John Thiel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

II. PUBLIC PARTICIPATION

Chair Moore inquired if anyone from the public would like to speak. No requests were received therefore, Chair Moore closed the public comment period.

III. DISCUSSION ITEMS

1. Updates to the Human Resources Committee.

Human Resources and Risk Manager Sainz provided an update on the Class and Comp study, indicating the union ratified the results and the membership has agreed to the terms. The side letter, resolution, and salary schedule will be presented to the Board of Directors on December 19, 2024 and employees can expect retro pay paid on January 9, 2025.

2. Update on Employees on FMLA and Medical Leave.

Human Resources and Risk Manager Sainz provided the update.

3. Update on Liability Claims.

Human Resources and Risk Manager Sainz provided the update.

4. Update on Workers Compensation Claims.

Human Resources and Risk Manager Sainz provided the update, indicating the District is going on 4 years and 3 months without a loss time claim, and a celebratory luncheon will be held for staff.

WVWD

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5. Update on Recruitments.

Human Resources and Risk Manager Sainz reported the CFO recruitment will reopen and close 1/10/25; Water Conservation Analyst is still open but staff is finding it difficult to fill and are currently working on developing a lower-level position to attract candidates; Senior Engineer recruitment closes on December 21st; GIS intern closes December 31st; and Field Assistant applications are currently being reviewed.

6. November 13, 2024, Committee Meeting Minutes

The Committee approved the minutes.

7. WVWD Audio and Video Surveillance Policy

Human Resources and Risk Manager Sainz presented the proposed policy and explained the safety element of the installation of cameras and the intent of the policy which is to provide the rules on the use and maintenance of the equipment. The policy will be presented to the Policy Committee and the Board of Directors for review and approval.

IV. ADJOURN

Chair Kelvin Moore adjourned the meeting at 6:17 p.m.

ATTEST:



Elvia Dominguez, Board Secretary

Minutes were approved on March 12, 2025 by the Human Resources Committee of the West Valley Water District.