



**WEST VALLEY WATER DISTRICT
855 W. BASE LINE ROAD, RIALTO, CA 92376
PH: (909) 875-1804
WWW.WVWD.ORG**

**HUMAN RESOURCES COMMITTEE MEETING
AGENDA**

Wednesday, May 14, 2025, 6:00 PM

NOTICE IS HEREBY GIVEN that West Valley Water District has called a meeting of the Human Resources Committee to meet in the Administrative Conference Room, 855 W. Base Line Road, Rialto, CA 92376.

BOARD OF DIRECTORS

**Director Kelvin Moore, Chair
Director Estevan Bennett**

Members of the public may attend the meeting in person at 855 W. Base Line Road, Rialto, CA 92376, or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may be submitted via Zoom, by telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 840-293-7790, or via email to administration@wvwd.org.

If you require additional assistance, please contact administration@wvwd.org.

CALL TO ORDER

PUBLIC PARTICIPATION

Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the Board Secretary, if you are attending in person. For anyone joining on Zoom, please wait for the Board President's instruction to indicate that you would like to speak. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.

Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.

DISCUSSION ITEMS

1. Updates to the Human Resources Committee
2. March 12, 2025 and April 9, 2025 Meeting Minutes
3. Update on Employees on FMLA and Medical Leave
4. Update on Liability Claims
5. Update on Workers Compensation Claims
6. Update on Recruitments
7. Annual AB 2561 Staffing Vacancies Report
8. New Job Classification - Project Manager

ADJOURN

Please Note:

Material related to an item on this Agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at www.wvwd.org subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to the Board Secretary, Elvia Dominguez, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Dominguez may be contacted by telephone at (909) 875-1804 ext. 703, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.

DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on May 8, 2025.

Elvia Dominguez

Elvia Dominguez, Board Secretary

Date Posted: May 8, 2025

MINUTES
HUMAN RESOURCES COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
March 12, 2025

I. CALL TO ORDER

Chair Moore called the meeting to order at 6:02 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
John Thiel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input checked="" type="checkbox"/>	<input 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 & Risk Manager Sainz presented a new job classification that was developed for a Development Services Supervisor. After careful consideration staff determined it was best to develop a supervisory level position that would provide managerial accountability as necessary to drive efficiency, effectiveness, and improve and maintain high service standards. The committee approved moving this item to the March 20th Board of Directors meeting for review and approval.

Mrs. Sainz provided an update on the HR Policies and Procedures, indicating the redlined version will be ready to be presented to the Human Resources and Policy Committees next month.

Mrs. Sainz also reported that the Class and Comp study has been completed and all job descriptions and current salary schedule, as approved and adopted on December 19, 2024, are available on the WVWD website; staff has submitted applications to ACWA JPIA, SDRMA, and CIRA to obtain EPLI insurance and will meet with ACWA JPIA to discuss important changes the District has made which will allow us to become insured again without being a risk; and HR is working together with Finance to plan a Customer Service Training that includes phone etiquette, customer surveys, and internally streamlining processes.

WVWD

Minutes: 03/12/25

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.

5. Update on Recruitments.

Human Resources & Risk Manager Sainz reported that an offer has been made for the Chief Financial Officer position and we are awaiting a response; Water Conservation Specialist interviews are scheduled for March 26th; Senior Engineer is set to start on March 17th; two Field Assistant/1000 Hour employees have begun working; Customer Service Lead interviews are scheduled for March 19th; Lead Water Distribution Operator interviews are scheduled for March 24th; Associate Engineer with P.E. position will be changed to Project Manager and will be presented to the HR Committee in April; and Public Outreach & Government Affairs II position has been evaluated and there is a need for a level I instead, recruitments closes on March 28th.

IV. ADJOURN

Chair Kelvin Moore adjourned the meeting at 7:05 p.m.

ATTEST:

Elvia Dominguez, Board Secretary

Minutes were approved on _____ by the Human Resources Committee of the West Valley Water District.

WVWD

Minutes: 03/12/25

MINUTES
HUMAN RESOURCES COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
April 9, 2025

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mariano Alvarado	<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. CLOSED SESSION

1. Personnel Policies Revisions

The Committee entered into closed session at 6:01 p.m.

The Committee adjourned the closed session at 6:08 p.m. to conduct the business portion of the meeting with all Committee members present. There was no reportable action taken.

DISCUSSION ITEMS

1. Updates to the Human Resources Committee.

Assistant General Manager Jadeski presented an organization chart that was created for internal use only that included staff names, pictures, and titles. Director Moore and Director Bennett thanked staff for creating the organization chart.

2. Update on Employees on FMLA and Medical Leave.

Human Resources Analyst Alvarado provided the update.

WVWD

Minutes: 04/09/25

3. Update on Liability Claims.

Human Resources Analyst Alvarado provided the update.

4. Update on Workers Compensation Claims.

Human Resources Analyst Alvarado provided the update.

5. Update on Recruitments.

Human Resources Analyst Alvarado reported that negotiations are ongoing with the Chief Financial Officer candidate; Customer Service Lead candidate is tentatively scheduled to start April 28th; GIS Intern is tentatively scheduled to start April 15th; second interviews for the Water Conservation Specialist position are scheduled for April 15th; Public Outreach and Government Affairs Representative I and Customer Service Representative I interviews are being scheduled; Water Distribution Operator III recruitment is open; and HR is working on reclassifying the Associate Engineer with P.E. position.

IV. ADJOURN

Chair Kelvin Moore adjourned the meeting at 6:30 p.m.

ATTEST:

Elvia Dominguez, Board Secretary

Minutes were approved on _____ by the Human Resources Committee of the West Valley Water District.



STAFF REPORT

DATE: May 14, 2025
TO: Human Resources Committee
FROM: Haydee Sainz, Human Resources & Risk Manager
SUBJECT: Annual AB 2561 Staffing Vacancies Report

STRATEGIC GOAL:

Strategic Goal 2 - Be an Exemplary Employer

Strategic Goal 5 – Apply Sound Planning, Innovation, and Best Practices

BACKGROUND:

In September 2024, Assembly Bill (AB) 2561 (Gov. Code § 3502.3) was signed by the governor of California. AB 2561 requires a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, allowing recognized employee organizations to present at the hearing. This report outlines the West Valley Water District's legal obligation under the new law, effective January 01, 2025. The proposed resolution adopts the administrative policy titled "Reporting on staff vacancies, and the city's recruitment and retention efforts." This policy establishes the framework and requirements for holding public hearings and reporting on the District's workforce vacancies, and recruitment and retention efforts in compliance with AB 2561. (Gov. Code § 3502.3).

The passage of AB 2561 recognizes the following challenges in local government employment:

- Job vacancies in local government are widespread and significantly impact public sector service delivery.
- High vacancy rates contribute to increased workloads for existing employees, leading to burnout and higher turnover.
- There is a statewide interest in ensuring that public agencies are adequately staffed to support public service functions.

As of December 2024, the West Valley Water District six (15) staff vacancies, representing a 17% vacancy rate. In 2024, the IUOE had a 16% vacancy rate.

DISCUSSION:

In compliance with AB 2561, the West Valley Water District is required to undertake the following actions:

1. **Public Hearing:** At least once each fiscal year, at a public hearing before the Board of Directors, the District shall present information regarding the status of vacancies and recruitment and retention efforts (Gov. Code § 3502.3(a)(1)) and identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process (Gov. Code § 3502.3(a)(3)).

If the Board of Directors adopts an annual budget during the fiscal year, the presentation must occur before the adoption of the final budget. (Gov. Code § 3502.3(a)(2)).

2. Employee Organization Participation: Allow the recognized employee organization for each bargaining unit at the District to make presentations during the public hearing concerning vacancies and recruitment and retention efforts. There is one (1) represented bargaining group at the District. (Gov. Code § 3502.3(b)).

3. Additional Reporting for High Vacancy Rates: If vacancies in a single bargaining unit meet or exceed 20% of authorized full-time positions, the District must provide additional reporting at the request of the employee organization, including:

- Total number of vacancies
- Number of applicants
- Average time to fill positions
- Opportunities to improve compensation and working conditions (Gov. Code § 3502.3(c)).

Policy Implications:

The administrative policy for the public hearing on District vacancies and recruitment and retention efforts ("Policy") establish protocol for the District's public hearings on vacancies in order to ensure a fair, orderly and efficient hearing process.

The Policy sets forth specific requirements concerning matters such as the provision of notice to recognized employee organizations regarding the public hearing and their right to make a presentation at the hearing, the length and order of the District's and the employee organizations' presentations, and the standards of discourse during the public hearing.

Position Data:

In 2024, the West Valley Water District was budgeted for 88 full-time employees.

- 7 full-time employees separated from employment.
- 14 full-time employees were hired.

As of April 2025, the District is currently recruiting for 7 full-time positions.

Recruitment Efforts

In 2024, the West Valley Water District enhanced recruitment efforts, including:

Utilizing NEOGOV to manage and attract applicants.

Prioritizing recruitments by training hiring managers on NEOGOV.

Leveraging LinkedIn to market and attract applicants to the District's job postings.

Utilizing the Neogov onboarding process, providing a structured introduction to the District's mission and operations.

Creating an Employee Development program to support employee development and career growth.

Developing a benefits summary program to educate prospective employees on the District's offerings.

Expanding leadership training initiatives to build internal talent pipelines.

Retention Efforts

The District also implemented strategies to improve retention, including:

Establishing an onboarding program that introduces new employees to the District's Vision in being a model for innovation and sustainability, with a commitment to our growing communities and our employees.

Providing continuing education and training opportunities.

Enhancing employee wellness programs, including mental health resources and fitness incentives.

Offering tuition reimbursement programs to support employee career development.

Increasing opportunities for internal promotions and career path planning.

Recognizing employee contributions through employee appreciation events and award programs.

The adoption of this policy aligns the West Valley Water District with the new legal requirements under AB 2561. By enhancing recruitment and retention efforts and ensuring transparent reporting, the District is committed to maintaining a strong and effective workforce.

FISCAL IMPACT:

There is no direct fiscal impact associated with conducting the public hearing required under Government Code section 3205.3. However, addressing recruitment and retention issues may involve future budget and bargaining considerations, which will be presented to the Board of Directors as necessary.

REQUESTED ACTION:

Forward a recommendation to the Board of Directors to:

1. Conduct the Public Hearing for compliance with New Legal Obligations related to AB 2561.
2. After the public hearing adopt Resolution No. 2025-XX, to comply with Government Code Section 3502.3

Attachments

[Exhibit A - WVWD Reporting on Staff Vacancies, and the District's Recruitment Efforts](#)

[Exhibit B - AB 2561.pdf](#)

[Exhibit C - Resolution Annual Public Hearing Regarding Staff Vacancies 2025.pdf](#)

EXHIBIT A

XXXX. REPORTING ON STAFF VACANCIES, AND THE DISTRICT'S RECRUITMENT AND RETENTION EFFORTS

PURPOSE:

Effective January 1, 2025, Government Code Section 3502.3 requires the West Valley Water District to present information on the status of staff vacancies of each bargaining unit and the District's recruitment and retention efforts at a public hearing before the Board of Directors of the West Valley Water District at least once per fiscal year.

DEFINITIONS:

Public Hearing – A formal meeting that is open to the public, where West Valley Water District representatives present information and accept public comments on specific topics, as required by law.

Vacancies – Unfilled full-time positions within the West Valley Water District's workforce that require recruitment.

Recruitment – The process of attracting, screening, and selecting qualified candidates for employment with the West Valley Water District.

Retention – The process of maintaining a stable and satisfied workforce within the West Valley Water District.

PROCEDURE:

I. POLICY STATEMENT

A. In accordance with Gov. Code § 3502.3, the West Valley Water District is committed to holding a public hearing on vacancies, recruitment and retention efforts, and any issues with the West Valley Water District's policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

B. The West Valley Water District will hold a public hearing at least once each fiscal year prior to the adoption of the annual budget and provide reports on vacancies, recruitment, and retention efforts for the prior calendar year.

II. POLICY PROVISIONS

A. Public Hearing Requirements

1. The West Valley Water District shall conduct public hearings at least on an annual basis (once each fiscal year) to present information on vacancies, recruitment and retention efforts, and issues with the policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.
2. Public hearings shall be announced in advance and provide an opportunity for members of the public to make comments.
3. The District will notify in writing each recognized employee organization that represents District employees of the date, time and place of the hearing at least ten

(10) calendar days in advance of the hearing. West Valley Water District Personnel Policy #

- a. In the notice, the District will inquire whether the employee organization intends to make a presentation to the Board of Directors at the public hearing. The District will request that, for planning purposes, the employee organization provides written notice to the Human Resources Department at least five (5) working days in advance of the public hearing indicating whether the employee organization intends to make a presentation at the public hearing.
 - b. The notice will also inform the employee organization for each bargaining unit they will be allotted ten (10) minutes for their presentation at the public hearing.
 - c. Notice of the hearing to the public will be provided in accordance with the Ralph M. Brown Act. (Gov. Code §§ 54950-54963.)
4. Separate public hearings may be scheduled to address individual bargaining units or bargaining unit groupings.
5. The Board Secretary shall ensure that each public hearing is adequately documented, with minutes and recordings made publicly available.
6. The West Valley Water District presentation will be limited to 10 minutes for each bargaining unit. The District may choose to present on all bargaining units at once, or to present data for each bargaining unit separately followed by each applicable employee organization presentation.
7. Following the agency presentation, each recognized employee organization will have the opportunity to make a presentation. The recognized employee organizations shall have the right to present information, concerns, and recommendations at the public hearing regarding staff vacancies and the District's recruitment and retention efforts. The presentation will be limited to 10 minutes. If the employee organization is engaged in bargaining, the employee organization shall not present bargaining proposals during the presentation to the Board of Directors on matters that have been or have not been presented in bargaining.
8. The Board of Directors may ask questions of the District and the employee organization presenters.
9. Final West Valley Water District comments will be limited to three minutes per bargaining unit.
10. Final employee organization comments will be limited to three minutes per bargaining unit.
11. Public comment regarding the hearing will be limited to two minutes per person.

B. Reporting Requirements.

1. The West Valley Water District shall present information on the following at the public hearing:
 - a. The status of vacancies at the District.

- b. Information on the West Valley Water District's recruitment and retention efforts.
- c. Identification of any obstacles in the West Valley Water District's policies, procedures, and recruitment activities that may create challenges in the hiring process.

C. Special Reporting Requirements for High Vacancy Rates

1. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the West Valley Water District shall, upon request of the recognized employee organization, include the following information during the public hearing:
 - a. The total number of job vacancies within the bargaining unit.
 - b. The total number of applicants for vacant positions within the bargaining unit.
West Valley Water District Personnel
 - c. The average number of days to complete the hiring process from when a position is posted.
 - d. Opportunities to improve compensation and other working conditions.

III MONITORING AND REVIEW

- A. The Human Resources & Risk Manager or designee may review the effectiveness of this policy and make revisions as necessary to ensure ongoing compliance with Gov. Code § 3502.3 (AB 2561) and alignment with best practices in public transparency.

IV COMPLIANCE AND ENFORCEMENT

- A. The West Valley Water District will maintain records of all public hearings, reports, and related documents in compliance with public records requirements.

EXHIBIT B


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AB-2561 Local public employees: vacant positions. (2023-2024)

SHARE THIS:



Date Published: 09/23/2024 09:00 PM

Assembly Bill No. 2561

CHAPTER 409

An act to add Section 3502.3 to the Government Code, relating to public employment.

[Approved by Governor September 22, 2024. Filed with Secretary of State September 22, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2561, McKinnor. Local public employees: vacant positions.

Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and to consider fully presentations that are made by the employee organization on behalf of its members before arriving at a determination of policy or course of action.

This bill would, as specified, require a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, and would entitle the recognized employee organization to present at the hearing. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the bill would require the public agency, upon request of the recognized employee organization, to include specified information during the public hearing. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include related legislative findings.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement shall be made pursuant to these statutory provisions for costs mandated by the state pursuant to this act, but would recognize that a local agency or school district may pursue any available remedies to seek reimbursement for these costs.

Vote: majority Appropriation: no Fiscal Committee: ~~yes~~ Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares as follows:

(a) Job vacancies in local government are a widespread and significant problem for the public sector affecting occupations across wage levels and educational requirements.

(b) High job vacancies impact public service delivery and the workers who are forced to handle heavier workloads, with understaffing leading to burnout and increased turnover that further exacerbate staffing challenges.

(c) There is a statewide interest in ensuring that public agency operations are appropriately staffed and that high vacancy rates do not undermine public employee labor relations.

SEC. 2. Section 3502.3 is added to the Government Code, to read:

3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

(b) The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

(c) If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:

(1) The total number of job vacancies within the bargaining unit.

(2) The total number of applicants for vacant positions within the bargaining unit.

(3) The average number of days to complete the hiring process from when a position is posted.

(4) Opportunities to improve compensation and other working conditions.

(d) This section shall not prevent the governing board from holding additional public hearings about vacancies.

(e) The provisions of this section are severable. If any provision of this section or its application is held invalid, the invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

(f) For purposes of this section, "recognized employee organization" has the same meaning as defined in subdivision (a) of Section 3501.

SEC. 3. The Legislature finds and declares that Section 2 of this act, which adds Section 3502.3 to the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

It is in the public interest, and it furthers the purposes of paragraph (7) of subdivision (b) of Section (3) of Article I of the California Constitution, to ensure that information concerning public agency employment is available to the public.

SEC. 4. No reimbursement shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code for costs mandated by the state pursuant to this act. It is recognized, however, that a local agency or school district may pursue any remedies to obtain reimbursement available to it under Part 7 (commencing with Section 17500) and any other law.

EXHIBIT C

RESOLUTION NO. 2025-____
A RESOLUTION OF THE BOARD OF DIRECTORS OF WEST VALLEY
WATER DISTRICT TO ADOPT A POLICY
TO BE IN COMPLIANCE WITH GOVERNMENT CODE
SECTION 3502.3 AND HOLD AN ANNUAL PUBLIC
HEARING REGARDING STAFF VACANCIES

WHEREAS, Government Code 3502.3 (California Assembly Bill 2561) requires public agencies to hold at least one (1) public hearing per fiscal year to discuss vacancies in District positions and the recruitment and retention efforts of the District to maintain filled positions to carry out services to the West Valley Water District community; and

WHEREAS, Government Code 3502.3 contains specific requirements to be shared at the public hearing which includes the vacancies of each bargaining unit, the District's recruitment and retention efforts, and any issues with the District's policies, procedures, and recruitment activities which may contribute to obstacles in the hiring process; and

WHEREAS, the District seeks to be in full compliance with the law while creating parameters to help administratively guide the public hearing in order to ensure a fair, orderly and efficient hearing process.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT, DOES HEREBY RESOLVED, the District seeks to be in full compliance with the law while creating parameters to help administratively guide the public hearing in order to ensure a fair, orderly and efficient hearing process.

Section 01. Effective Date

That this Resolution shall take effect immediately upon the date of adoption.

Section 02. Certification

That the Board Secretary shall certify to the passage of this Resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE WEST VALLEY WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

APPROVED AND ADOPTED this ____ day of _____, 2025.

Greg Young, Board President
West Valley Water District

ATTEST:

Elvia Dominguez, Board Secretary