

MINUTES
HUMAN RESOURCES COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
September 17, 2024

I. CALL TO ORDER

Chair Moore called the meeting to order at 6:01 p.m.

Attendee Name	Present	Absent	Late	Arrived
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gregory Young	<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 provided an update on the Classification and Compensation Study, stating that staff will meet with CPS to review and discuss the preliminary salary schedule that contains the 30 benchmarked positions. Staff were directed to schedule a meeting with the Ad Hoc committee the week of September 23rd to review the proposed salary schedule and discuss next steps.

Human Resources & Risk Manager Sainz reported that the Special District Risk Management Authority awarded the District with the 2024 McMurchie Excellence in Safety Award - Workers' Compensation Program which is a testament of the District's effort and dedication to prioritize safety in the workplace.

2. Update on Employees on FMLA and Medical Leave.

Human Resources & Risk Manager Sainz provided the report.

3. Update on Liability Claims.

Human Resources & Risk Manager Sainz provided the report.

4. Update on Workers Compensation Claims.

Human Resources & Risk Manager Sainz provided the report.

5. Update on Recruitments.

Human Resources & Risk Manager Sainz reported that the Purchasing / Inventory Specialist is scheduled to start on 9/23/24; the Facilities Maintenance Technician is scheduled to start on 9/30/24; Chief Financial Officer recruitment is still open and will close on 10/7/24; and staff from Engineering and Public Outreach and Government Affairs will be meeting to finalize the goals and objectives for the Water Conservation Analyst position which is expected open for recruitment soon.

6. Paid Family Leave (PFL) Policy - New.

Human Resources & Risk Manager Sainz reported that the District plans to transfer from the State's Disability Insurance to a private Short Term and Long-Term Disability program. Along with this transition, a Paid Family Leave Policy will need to be prepared. Staff are currently working on this policy and will present it to the Human Resources Committee and Policy Review & Oversight Committee before it goes to the Board for review and approval.

IV. ADJOURN

Chair Kelvin Moore adjourned the meeting at 6:23 p.m.

ATTEST:



Elvia Dominguez, Board Secretary

Minutes were approved on November 13, 2024 by the Human Resources Committee of the West Valley Water District.