

MINUTES
HUMAN RESOURCES COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
October 9, 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 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 continue to work on completing the compensation study that contains all 73 positions with their respective salary ranges. The Ad Hoc committee will meet to review the proposed salary schedule and discuss the next steps. The Board will also discuss the compensation study in closed session at the October 17, 2024 Board Meeting.

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.

WVWD

Minutes: 10/9/24

5. Update on Recruitments.

Human Resources & Risk Manager Sainz reported that the Purchasing/Inventory Specialist's first day was September 23, 2024 and the Facilities Maintenance Technician's first day was September 30, 2024. The Chief Financial Officer recruitment rendered 52 applicants interested in the position and staff will meet with the recruiter for the review and schedule interviews. Additionally, the Water Conservation Analyst position is currently open for recruitment until filled.

6. IE Works Contract Renewal 2024/25

Human Resources & Risk Manager Sainz reported on the IE Works program which will prepare student interns for careers in the water technology industry through a 12-week hands-on program that rotates through Water Quality, Maintenance, Meters, Treatment, and Production. The contract needs to be renewed for fiscal year 2024-25 and will be presented at the next Board Meeting agenda for review and approval.

RESULT: REFERRED TO BOARD

Next: 11/14/2024 6:00 PM

IV. ADJOURN

Chair Kelvin Moore adjourned the meeting at 6:25 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.