



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

**HUMAN RESOURCES COMMITTEE MEETING
AGENDA**

Updated 8/13/25 to add an attachment to Item 6.

Wednesday, August 13, 2025, 6:00 PM

NOTICE IS HEREBY GIVEN that West Valley Water District has called a meeting of the Engineering, Operations and Planning 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. Update on Employees on FMLA and Medical Leave
3. Update on Liability Claims
4. Update on Workers Compensation Claims
5. Update on Recruitments
6. Personnel Policies and Procedures Proposed Changes

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 August 7, 2025.

Elvia Dominguez

Elvia Dominguez, Board Secretary



WEST VALLEY WATER DISTRICT HUMAN RESOURCES PROCEDURES

| | | |
|------------------------------|---------------------------------------------------------------|-------------------|
| APPROVAL DATE _____, 2025 | HR POLICY TITLE PERSONNEL POLICIES & PROCEDURES | POLICY NO. 001 |
| VERSION # 2 | APPROVED BY Board of Directors Resolution No. ##### | EFFECTIVE DATE |
| SUPERSEDES: Version #1 | | |

| DEPARTMENT REVIEW | | | | | | |
|-------------------|---------|----------------|-------------|------------|--------------------|------|
| Human Resources | Finance | Administration | Engineering | Operations | Govt & Leg Affairs | I.T. |
| | | | | | | |

| VERSION HISTORY | | | |
|-----------------|--------------------------------------------------------------------|----------------|--------------------|
| Version # | Committee Reviews | Board Approval | Revisions |
| 1 | 5/10/21 – HR Committee | 5/20/21 | |
| 2 | 7/10/25 – Policy Committee 6/11/25 – Human Resources Committee | | See attached table |
| 3 | 8/13/2025 -Human Resources Committee 8/14/2025 Policy Committee | | See attached table |
| | | | |

Summary of Policy Revisions 2025

| Section # | Policy Title | New | Major | Minor | Legal Review |
|-----------|-------------------------------------------------|-----|-------|-------|--------------|
| | Table of Contents | | | X | |
| 102 | Delegation of Authority | | X | | X |
| 107 | Categories of Employees/Non ees | | | | X |
| 201 | Equal Employment Opportunity | | X | | X |
| 202 | Reporting on Staff Vacancies et. al. | X | | | X |
| 203 | Policy Against Discrimination | | X | | X |
| 3b | Anonymous Reporting | | X | | X |
| 301 | Job Announcements | | | X | X |
| 303 f) | Selection Process | | X | | X |
| 304. 1b | Probation | | | X | X |
| 305 | Anti Nepotism | | | X | X |
| 306. 3 | Temporary Reclassification | | | X | X |
| 309 | Cross Training and Employee Development Program | | | X | X |
| 310 | Open Door Policy | | | X | X |
| 404 | Educational Salary Advancements | | | | X |
| 406 | Series Reclassification | X | | | X |
| 500 | Attendance | | X | | X |
| 505 | Accurate Time Reporting | | X | | X |
| 601 | Dress Code | | X | | X |
| 603 | Tattoos | | X | | X |
| 604 | Piercings | | X | | X |
| 705. 1 | On Call | | X | | X |
| 705. 2 | Call Backs | | X | | X |
| 705. 3 | On Call Employees | | X | | X |
| 707 b-g | Compensatory Time Off | | X | | X |
| 801 | Look Back Measurement ACA | | X | | X |
| 1003 | Vacation Cash Out | | X | | X |
| 1005 | Management Leave | | X | | X |
| 1104 | Protected Leave | | X | | X |
| 1300 | Outside Employment | | X | | X |

| Section # | Policy Title | New | Major | Minor | Legal Review |
|-----------|----------------------------------|-----|-------|-------|--------------|
| 1400 | FMLA | | X | | X |
| 1407. 5 | Employee Benefits while on Leave | | X | | X |
| 1501 | Bereavement Leave | | X | | X |
| 1502 | Reproductive Leave | | X | | X |
| 1503 | Workers' Comp/Industrial Leave | | X | | X |
| 1505 | Paid Family Leave | X | | | X |
| 1506 | Military Leave/Spouse | | X | | X |
| 1518 | Alcohol and Drug Rehab Leave | | X | | X |
| 1519 | Kin Care | | X | | X |
| 1602 | Paid Administrative Leave | | X | | X |
| 1804 | Drug and Alcohol Testing | | X | | X |
| 1901 | Types of Counseling Reprimands | | X | | X |
| 2000 | Policy Against Violence | | X | | X |
| 2305 | Use of District Vehicles | | X | | X |
| 2307 | Cell Phone Use While Driving | | X | | X |
| 2309 | Video Surveillance Policy | X | | | X |
| 2600 | Reasonable Accommodations | | X | | X |
| 2801 | Respectful Workplace Policy | X | | | X |
| 2802 | Consensual Relationship | X | | | X |
| | | | | | |

**WEST VALLEY WATER DISTRICT
PERSONNEL POLICIES & PROCEDURES**

Revised on _____

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SECTION 100 PERSONNEL POLICIES AND PROCEDURES DISCLOSURES

The Personnel Policies and Procedures contained in this document, in their entirety, shall be known and may be cited as the "Human Resources Policies & Procedures."

Any reference to policies contained within these Human Resources Policies & Procedures may be referred to as "Policies."

101 SEVERABILITY

If any section, subsection, sentence, clause, or phrase of these Personnel Policies & Practices Manual is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Manual.

102 DELEGATION OF AUTHORITY

The Board of Directors ("Board") of the West Valley Water District ("District") is the governing body of the District and has the authority to exercise the powers of the District except as otherwise provided in the Water Code and subject to these Human Resources Policies & Procedures. (Water Code Section 30576)

The Board employs the General Manager. (Water Code Section 30540) The General Manager shall: (a) have full charge and control of the maintenance, operation, and construction of the water system of the District; (b) have full power and authority to employ and discharge all employees; (c) prescribe the duties of employees; and (d) fix and alter the compensation of employees subject to approval by the Board. (Water Code Section 30580) The General Manager shall also: (a) perform other duties imposed by the Board; and (b) report to the Board in accordance with the rules and regulations it adopts. (Water Code Section 30581)

As part of the General Manager's authority to prescribe the duties of employees, the General Manager may delegate aspects of the General Manager's authority to other District personnel if the General Manager deems it in the interest of the District and its effective governance. The General Manager shall clearly outline the scope and limits of the delegation. The General Manager's delegation shall be directed to positions rather than specific individuals.

As an example of the General Manager's authority to prescribe the duties of employees, the General Manager hereby delegates the following matters to the District's Department Head for Human Resources: (a) ensuring the District complies with its policies and with federal, state, and local law with respect to employment and personnel matters; (b) overseeing the administration of personnel wages and workplace benefits; (c) receiving all workplace complaints and ensuring the District takes an appropriate course of action in compliance with District policies and applicable law; and (d) administering employee disciplinary (including termination) procedures and ensuring such procedures are executed in compliance with District policies and applicable law.

The General Manager is responsible for exercising his/her powers consistent with District policy and in compliance with applicable law. All District personnel are responsible for exercising their delegated powers in compliance with District policy and applicable law.

The General Manager shall keep the Board informed of all significant District matters through regularly scheduled meetings as well as any additional meetings or communications as necessary to keep the Board timely informed. The General Manager shall take direction from the Board (if the Board acts as a majority) regarding general administration of District affairs and implementation of directives set by the Board.

In certain cases, dictated by these Human Resources Policies & Procedures and applicable law, the Department Head for Human Resources may have the authority or obligation to inform the Board of concerns regarding potential District noncompliance with District policy and federal, state, and local laws with respect to employment and personnel matters.

103 EFFECT AND APPLICABILITY OF POLICIES

These Policies do not create any contract right, or any express or implied contract of employment.

The District retains the full discretion to modify these Policies at any time in accordance with law.

104 APPLICABILITY OF POLICIES

These Policies apply to all categories of employees of the District unless a specific section or provision excludes them.

Independent contractors, volunteers, and Board members are not employees, although some provisions may apply to them through applicable law or as specified in these Policies.

105 EMPLOYEE ACCEPTANCE OF POLICIES AND REVISIONS

As a condition of employment, all employees are required to read and request necessary clarification of these Policies.

Each employee is required to sign a statement of receipt acknowledging that:

1. He or she has received a copy, or has been provided access to the Policies; and
2. Understands that he or she is responsible to read and become familiar with the contents and any revisions to the Policies.

106 MANAGEMENT RIGHTS

The District shall retain, whether exercised or not, solely and exclusively, all express and inherent rights and authority necessary to determine the level of, and the manner in which, the District's activities are conducted, managed, and administered.

All employees shall recognize the exclusive right of the District to establish and maintain District-wide rules and procedures and to manage the affairs of the District in all of its various services and other aspects, including, but not limited to the following rights:

- Direct and schedule work and/or overtime work as required in the manner most advantageous to the District.
- Direct employees to perform all job duties, including those incidental job duties not expressly stated in a job description. Every incidental duty connected with operations enumerated in job descriptions is not always specifically described; nevertheless, it is intended that the employee perform all such duties.

conduct will lead to discipline, up to and including discharge. All employees must cooperate with all investigations conducted pursuant to this policy.

The District utilizes the same complaint procedures for complaints of discrimination as it does for complaints of harassment. Please see the separate policy prohibiting employee harassment. California law and the District also prohibit retaliation against any employee for making a good faith complaint of discrimination or for cooperating, assisting, testifying, or participating in any of the discrimination complaint procedures in the separate policy prohibiting employee harassment.

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

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.

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.

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 Policies and Procedure Section # 202
 - 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.

203 POLICY AGAINST DISCRIMINATION, HARASSMENT AND RETALIATION; COMPLAINT PROCEDURE

The District strictly prohibits unlawful harassment, discrimination and retaliation on the basis of protected classes under applicable law as mentioned in the above "Equal Employment Opportunity Policy." Harassment may consist of verbal, physical, or visual types. This policy applies to all phases of the employment relationship including hiring, promoting, transfers, disciplinary action, etc. Management will take appropriate disciplinary action, up to and including termination, against any employee exhibiting such misconduct. Any applicant or employee who encounters any form of harassment, discrimination or retaliation should immediately report the conduct to management or Human Resources and is entitled to a prompt fair review of his or her case.

This Policy establishes a complaint procedure for investigating and resolving internal complaints of discrimination, harassment and retaliation. The District encourages all covered individuals to report any conduct they believe violates this Policy as soon as possible.

Any retaliation against an employee because they filed or supported a complaint or because they participated in the complaint resolution process is prohibited. Individuals found to have retaliated in violation of this Policy will be subject to appropriate sanction or disciplinary action, up to and including termination.

Covered Individuals and Scope of Policy

The District is committed to providing a professional workplace in which individuals are treated with respect and in a manner consistent with the District's high expectations of ethical conduct. This necessarily means that the District prohibits unlawful harassment, discrimination, and retaliation in accordance with applicable laws. The District's complaint procedure provides for an immediate, thorough, objective and confidential investigation of any claim of unlawful or prohibited discrimination, harassment and/or retaliation, appropriate disciplinary action against one found to have engaged in prohibited discrimination, harassment and/or retaliation, and appropriate remedies for any victim of discrimination, harassment and/or retaliation. A claim of harassment may exist even if the employee has not suffered an express adverse employment action.

This policy prohibits unlawful discrimination, harassment, and retaliation in the workplace and applies to all applicants, employees, interns, volunteers or agents of the District. The District prohibits discriminating against, harassing, or retaliating against any employee as well as customers, vendors, suppliers, independent contractors and others doing business with the District. In addition, the

404 ADVANCEMENTS

Salary advancements (also known as salary increases or raises) shall be made upon evidence of satisfactory performance, which is defined as meeting the work, conduct, attitude, educational requirements, and aptitude standards established by the District.

Employees may be considered eligible for salary increases on an annual basis until the employee reaches the cap level of his/her job classification.

Advancement in salary is not automatic. It should be considered a reward for meritorious service. Employees must meet goals and expectations set forth by their supervisor in a satisfactory manner before a salary advancement will be awarded.

Employees who receive a Satisfactory or above (3 -5) Annual Performance Evaluation may receive up to two steps increase.

Employees who receive below a Meets Expectation 1-2) may receive a one-step advancement increase. The Supervisor will be required to include goals and objectives to improve in the areas needed.

At no time can an employee receive more than a 2-step increase related to a single evaluation period.

405 COST-OF-LIVING TYPE SALARY ADJUSTMENTS

All cost-of-living type salary adjustments shall be approved by the Board of Directors and become effective as determined by the Board.

(To the extent there is a conflict between the Human Resources Personnel Policies & Procedures Manual and the MOU, the Union has the right to bargain the effects of the changes).

406 SERIES RECLASSIFICATION

The series reclassification is for the reclassification of employees from entry/training classifications to up to journey level classifications.

Full-time employees who have been hired into entry/training classifications (see classifications listed below) may be reclassified by the General Manager to the next higher classification upon acquiring the skills and experience (including satisfactory completion of the probationary period) required for that classification.

An employee in an entry/training classification may be considered for reclassification to the next higher-level position in his/her classification series. This progression is considered a reclassification since it is based on the fact that the employee is performing at a higher-level classification within their series. Such reclassifications are not automatic, however, and require the department to evaluate the employees' performance.

1002 APPROVAL FOR SCHEDULING VACATION TIME

Vacation leave may not be used until it is earned and vacation periods shall be taken annually with the approval of the employee's supervisor.

The scheduling of vacation time off will be based on the employee's preference and the District's operational needs.

Vacation leave shall be taken at such time as will not impair the work schedule or efficiency of the District.

Employees must provide as much notice as possible and provide two weeks' notice for vacation requests of one week or more.

1003 VACATION CASH OUT

Employees may receive a cash out of their unused accrued vacation/floater time four (4) times during a calendar year for a maximum of 160 hours of their unused accrued vacation/floater time, as long as they maintain a minimum of 80 hours of accrued vacation/floater time, and they have used 40 hours of accrued vacation/floater time in the previous 12-month period. Employees electing to cash out any of their unused accrued vacation/floater time must make an irrevocable pre-accrual election before the end of the calendar year preceding the calendar year in which the employee earns the right to take the vacation/floater time that is subject to the election.

The cash out election may specify the hours of unused vacation/floater time to be cashed out in any combination with a minimum of 20 hours and a maximum of 160 hours within the calendar year. Employees must submit their irrevocable unused accrued vacation/floater time cash out elections to the Human Resources Department by December 31 of the calendar year preceding the calendar year in which they accrue the vacation/floater time.

1004 FLOATER HOURS

The employee is allowed a maximum of 80 floater hours. Once an employee's floater accrual allowance reaches the maximum allowed, the employee will no longer continue to accrue floater time until the floater hours are used or cashed out.

Once the accrued floater balance falls below the accrued maximum, the employee will begin to accrue floater time again, up to the maximum.

1005 MANAGEMENT LEAVE

Executive Management Staff may be granted 80 hours of Management Leave per fiscal year, with exception to the General Manager, Assistant General Manager, and Chief Financial Officer may be granted 120 hours of Management Leave.

Operation Department Supervisory staff and the Senior Public Outreach & Government Affairs Representative may be granted 40 hours of Management Leave per fiscal year.

The amount of management leave hours granted will be prorated depending on the month when the employee is hired or promoted.

Executive/Management Staff includes the Public Outreach & Government Affairs Manager, Director of Engineering, Director of Operations, Human Resources & Risk Manager, Director of Technical Services, Finance Manager, Business Systems Manager, and Board Secretary.

Operation Department Supervisors includes the Chief Water Systems Operator- Distribution and Meter Services, Chief Water Systems Operator – Production, Chief Water Systems Operator – Treatment and Water Quality Supervisor.

Management Leave Cash Out

Employees entitled to Management Leave shall cash out the unused balance at the end of the fiscal year during the month of June.

Management Leave will not be carried over to the next fiscal year. The cash out request must be submitted to the Human Resources Department before the last pay period ending in June.

2306 PERSONAL USE OF EQUIPMENT AND TOOLS

District-owned equipment and tools shall not be used for personal use.

2307 CELL PHONE USE WHILE DRIVING

Employees who drive or operate District vehicles or equipment, or who drive or operate any vehicles or equipment while on District business/time, are expected to comply with all California laws and rules concerning road safety.

While employees are driving or operating District vehicles or equipment, or while driving or operating any vehicles or equipment while on District business/time, the District strictly enforces a "no touch" rule concerning cell phones. The no touch rule means that during driving/operating, an employee: 1. cannot hold a phone for any reason; 2. cannot speak on the phone, unless using a hands free device; 3. cannot text for any reason; 4. cannot manipulate, touch, or swipe a phone unless the phone is mounted, and interaction is limited to single swipes or taps; and 5. cannot look at a phone screen while holding it, even if the phone is not being actively used. Employees who are unable to comply with this no touch rule are expected to safely pull over before using their phone.

Employees who are required to keep their District-issued cell phone turned on while driving or operating equipment on District business/time are expected to comply with the no touch rule.

Failure to comply with this policy may constitute grounds for discipline.

Personal Cell Phone Use

Field personnel will use the District two-way radios to conduct daily business. In emergency situations, cell phones may be utilized for communication purposes.

2308 ELECTRONIC TRACKING TECHNOLOGY

Employees of the District may, in the course of employment, be required to drive and/or ride in an agency-owned or leased vehicle equipped with Electronic Tracking Technology.

Electronic Tracking Technology means a technological method or system used to observe, monitor, or collect information, including telematics, Global Positioning System (GPS), wireless technology, or location-based technologies.

Electronic Tracking Technology may include event data recorders (EDR), sensing and diagnostic modules (SDM), or other systems that are used for the purpose of identifying, diagnosing, or monitoring functions related to the potential need to repair, service, or perform maintenance on the District vehicle and/or to capture safety systems-related data for retrieval after a collision or similar incident has occurred.

Electronic Tracking Technology is intended to allow the District to monitor location, elevation, and velocity of its vehicles.