

The Metropolitan Water District of Southern California

Agenda

The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

OPE Committee

M. Katz, Chair
G. Bryant, Vice Chair
L. Ackerman
B. Dennstedt
C. Douglas
D. Erdman
S. Faessel
J. Lewitt
J. McMillan
B. Pressman
M. Ramos
N. Sutley

Organization, Personnel, and Effectiveness Committee

Meeting with Board of Directors *

November 18, 2025

10:30 a.m.

**Tuesday, November 18, 2025
Meeting Schedule**

**08:30 a.m. FAAME
10:30 a.m. OPE
12:00 p.m. BREAK
12:30 p.m. SP JT EXEC
and BOD**

**Written public comments received by 3:00 p.m. the business day before the meeting is scheduled will be posted under the Submitted Items and Responses tab available here:
<https://mwdh2o.legistar.com/Legislation.aspx>.**

The listen-only phone line is available at 1-877-853-5257; enter meeting ID: 862 4397 5848.

Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via teleconference and in-person. To provide public comment by teleconference dial 1-833-548-0276 and enter meeting ID: 815 2066 4276 or to join by computer [click here](#).

Disclaimer: Written and oral public comments are received in compliance with the Ralph M. Brown Act. Please note that Metropolitan does not endorse or ensure the accuracy or reliability of the information provided as public comment or by third parties.

MWD Headquarters Building • 700 N. Alameda Street • Los Angeles, CA 90012

**Teleconference Locations:
29514 Bertrand Drive • Agoura Hills, CA 91301**

* The Metropolitan Water District's meeting of this Committee is noticed as a joint committee meeting with the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to this Committee may participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the committee as advisory to the Board, members of the Board who are not assigned to this Committee will not vote on matters before this Committee.

1. **Opportunity for members of the public to address the committee on matters within the committee's jurisdiction (As required by Gov. Code Section 54954.3(a))**

**** CONSENT CALENDAR ****

2. **COMMITTEE ACTION (ONLY)**

- A. Approval of the Minutes of the Organization, Personnel, and Effectiveness Committee for October 14, 2025 [21-5154](#)

3. **COMMITTEE ITEMS (FOR BOARD CONSIDERATION)**

- 7-6 Approve the Metropolitan Water District of Southern California's salary schedules pursuant to CalPERS regulations; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [21-5216](#)

**** END OF CONSENT CALENDAR ****

4. **COMMITTEE ITEMS (ACTION FOR BOARD CONSIDERATION)**

- 8-3 Authorize an agreement with Securitas to provide security guard services for a maximum period of five years at a total cost not-to-exceed \$84 million; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [21-5207](#)

5. **COMMITTEE ITEMS (INFORMATIONAL FOR BOARD CONSIDERATION)**

NONE

6. **COMMITTEE ITEMS (INFORMATIONAL)**

- a. Update on labor negotiations. [Conference with Labor Negotiators; to be heard in closed session pursuant to Gov. Code 54957.6 Metropolitan representatives: Katano Kasaine, Assistant General Manager, Chief Financial Officer, Adam Benson, Finance Group Manager, Gifty J. Beets, Human Resources Section Manager and Mark Brower, Human Resources Group manager. Employee Organization(s): The Employees Association of The Metropolitan Water District of Southern California/AFSCME Local 1902; the Management and Professional Employees Associations MAPA/AFSCME Chapter 1001; the Supervisors Association; and the Association of Confidential Employees.] [21-5206](#)

7. **MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS**

- a. Human Resources activities
Safety, Security, and Protection activities

[21-5155](#)

Attachments: [11182025 OPE 7a Safety, Security, and Protection activities](#)

8. FOLLOW-UP ITEMS

NONE

9. FUTURE AGENDA ITEMS

10. ADJOURNMENT

NOTE: This committee reviews items and makes a recommendation for final action to the full Board of Directors. Final action will be taken by the Board of Directors. Committee agendas may be obtained on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>. This committee will not take any final action that is binding on the Board, even when a quorum of the Board is present.

Writings relating to open session agenda items distributed to Directors less than 72 hours prior to a regular meeting are available for public inspection at Metropolitan's Headquarters Building and on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>.

Requests for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Board Executive Secretary in advance of the meeting to ensure availability of the requested service or accommodation.



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Board Report

Office of Safety, Security, and Protection

• OSSP Monthly Activities for September and October 2025

Summary

This monthly report provides a summary of OSSP activities for September and October 2025 in the following key areas:

- Safety, Regulatory, and Training (SRT)
 - Health and Safety Programs
 - Environmental Programs
 - Apprenticeship Programs
 - Safety and Technical Training Programs
- Security and Emergency Management
 - Security Management
 - Emergency Management

Purpose

Informational

Attachments

Attachment 1: Detailed Report – OSSP Monthly Activities for September and October 2025

Office of Safety, Security & Protection

Monthly Activities Report for September and October 2025

Improve the Workplace and Promote START Values

Strengthen Safety Training

Safety, Regulatory, and Training

SRT Health and Safety Programs

In collaboration with the National Safety Council, staff delivered Safety Culture Leadership pilot trainings. The training introduced the audience to safety culture concepts and provided a platform to identify opportunities for improvement within Metropolitan's safety culture journey. This training will be provided to all managers starting this October.

Staff facilitated the Safety Committee Forum to collaborate, share ideas, and ensure consistency among safety committees. The Executive Safety Committee met thereafter to review the elevated significant incidents, leading/lagging indicators, regulatory actions, and other initiatives to develop safety targets and goals.

A new Safety Talk on Clearance and Valving and a revised Safety Talk on When to Call 911 or Go to the Nearest Hospital Emergency Room was issued and included instructions on completing an EForm that is signed off by a manager for non-life-threatening injuries. The team distributed three new Safety Advisories for: (1) procedures for coupling and de-coupling trailers, (2) proper barricading when leaving confined spaces unattended, and (3) how to work safely when working near or testing alarms.

SAFETY ADVISORY

This Safety Advisory highlights safety procedures for coupling (i.e., connecting) trailers.

Details: A near-miss incident occurred when a tow trailer-mounted generator unexpectedly shifted after being disconnected from the tow vehicle. Tow trailer wheels rolled after the tow trailer was uncoupled causing the trailer to unexpectedly settle onto its jack stand, creating a potential "caught-in-between," "struck by" or "in the line of fire" hazards.

Resolution: Check tow trailer wheels before uncoupling to stabilize the trailer and prevent wheels from rolling in either direction. Additional cribbing (i.e., support) may be necessary to prevent trailer jack from sinking into sand, gravel, or hot pavement. Then, position the tow vehicle to minimize hitch force during uncoupling.

Do's

- Inspecting:** Complete inspection before and after any towing activity. Utilize data plates to verify vehicle and trailer weight ratings and contact Fleet with any concerns to coordinate weight verification.
- Plan Space in Advance:** Identify a route accommodating the vehicle's size & weight.
- Speed & Weight:** Adjust speed for weather, road conditions, or heavy loads.
- Back Limit Stopping:** Park the trailer on the most level surface available.
- Use a Spotter:** Use the buddy system to enhance visibility and safety when backing up.
- Check Tow Trailer Wheel Feet:** Before uncoupling.
- Reduce Hitch Pressure:** Position the trailer in a static position, against chocks.
- Trailer Safety Chains are Required:** Chains should be grade 30 or better and should be cross-tensioned so they will cradle the trailer coupling if the hitch fails.
- Exceed Weight Limits:** Don't exceed the tow vehicle and tow trailer gross vehicle weight rating, receiver and tongue weight rating or tire load range. Don't operate a vehicle or tow trailer that exceed the weight category that your driver license permits.
- Improper Load Distribution:** Improper weight distribution can cause equipment damage and trailer sway.
- Tow in Unsafe Weather Conditions:** Avoid towing during severe weather such as heavy rain or high winds.
- Use Unapproved Equipment:** Only use District provided or Fleet/SRT approved equipment.
- Push, Connect or Disconnect:** Hitting can increase risk of injury and equipment damage. Be mindful that you are not positioned in the path ("line of fire") of expected movement.

Don'ts

- Use Unapproved Equipment:** Only use District provided or Fleet/SRT approved equipment.
- Push, Connect or Disconnect:** Hitting can increase risk of injury and equipment damage. Be mindful that you are not positioned in the path ("line of fire") of expected movement.

If you have questions, concerns, or need help, please contact your nearest Fleet Shop for assistance. Below are the regular business hours (8:00 a.m. – 4:30 p.m., Monday through Thursday).

- Jensen: (818) 852-2132
- Diamond: (714) 937-5051
- Waymouth: (909) 392-5098
- Union Station: (213) 217-6201
- Lake Mathews Area: (951) 730-5551
- Lake Mathews Heavy Equip: (951) 730-5525
- Mills: (951) 790-2795
- Lake Skinner: (951) 926-5828
- Gene: (760) 663-4931 Ext. 33589
- Iron Mountain: (760) 663-4931 Ext. 33323

SAFETY ADVISORY

This Safety Advisory highlights safety procedures for leaving confined spaces (e.g., tanks) unattended.

Unattended Confined Spaces: While working within a confined space, there could come a time when a worker may be pulled off to assist with another project. Depending on the job or estimated time away, fully sealing the confined space may not be practical if ventilation or re-entry is anticipated.

Resolution: When the space is left unattended, the entrance to all confined spaces shall be barricaded by an appropriate means, and a warning sign shall be installed at the entry point to prevent unauthorized entrance.

Guidelines when Confined Space Entry Point is Left Unattended

- Assess the situation and determine if the space needs to be left open and for how long.
- Assess your surroundings and determine if leaving the space open is the best, acceptable option depending on its location (isolated, public access, wildlife, foot traffic, etc.).
- Notify all staff are accounted for and have left the space.
- Use barriers or barricades to prevent unauthorized entry or protect workers from external hazards. Examples of barricades are confined space barrier bars or netting (see examples below) on openings.
- Place a warning or danger sign to properly communicate that no entry is allowed into the confined space.
- Before re-entry, remember to retest the atmosphere at all levels of the space and follow confined space safety entry protocols.

Note: Below are potential options for barricades and signs. Please consult with your manager or SRT if you want to use alternative methods.

Examples of Barriers and Signs

- Confined Space Barrier Bar
- Orange Safety Fence
- Barricade Cone Bar
- OT ENT
- DANGER DO NOT ENTER
- Danger Do Not Enter Tape

SAFETY ADVISORY

This Safety Advisory highlights safety procedures and reminds employees to wear approved hearing protection near or while testing alarms.

Details: Employees may be exposed to high, hazardous sound levels, such as eyewitness and shower stations, while testing alarms.

Resolution: Hearing protection is required during testing of eyewitness or shower stations to avoid exposure to loud, hazardous alarms. Additionally, SRT will work with each treatment plant to perform noise surveys and recommend control measures to reduce exposure to loud alarms.

Plan Job in Advance. Identify the duration needed to confirm proper alarm functions when testing or activating alarms.

- Wear hearing protection (such as earplugs or earmuffs) before activating the alarm.
- Inform nearby employees that alarm testing will occur so that they can vacate the area or wear hearing protection.
- Report to the local Safety Committee or the SRT Site Representative any areas of improvement, such as where the alarm speakers should be moved higher and away from the stations or requiring evaluation to consider lowering the alarm sound level.
- Attend an annual audiometric exam if you are in the Hearing Conservation Program.
- Attend annual training if you are in the Hearing Conservation Program.

Wear hearing protection when testing alarm systems.

- All hearing protection devices have a Noise Reduction Rating (NRR). The higher the NRR number, the greater the noise reduction. Refer to the manufacturer's packaging for the NRR rating of hearing protectors.
- Wear dual protection when recommended by Metropolitan or a physician. If you encounter areas you believe require additional hearing protection, inform your manager and SRT Site Support Representative to evaluate.

Review Safety Talks: There are three safety talks available for tagline meetings to increase awareness on preventing hearing loss.

- Learning Conservation (12/2000)
- Personal Responsibility/Methods in the Workplace
- Excess Use and Disposal of Hazardous Chemicals

DO NOT ignore warning signs, flashing hearing protection is required.

- DO NOT wear unacceptable Hearing Protection. Employees shall only wear Metropolitan-approved hearing protection (with NRR rating) while working in noisy environments. Hearing protection can be obtained at a Warehouse.
- Music, headphones/buds, even noise-canceling, are not a form of hearing protection. They must have an NRR rating.

New Safety Advisories

Office of Safety, Security & Protection

SRT Environmental Programs

Staff supported the Chlorine Unloading Facility (CUF) Emergency Responder tour for CalFire and Riverside County Department of Environmental Health (RCDEH) first responders. The site safety and response plan was reviewed, and a tour of the facility was provided. The tour was in preparation for a training exercise with CalFire Hazardous Material Technician students which is planned for October 23, 2025.



Members of CalFire and RCDEH touring the CUF facility

Staff participated in the Joint Utility Vendor Audit Consortium (JUVAC) meeting hosted by the Sacramento Municipal Utility District, where various hazardous waste issues and Treatment, Storage and Disposal Facility (TSDF) audits were discussed. JUVAC is a consortium of utilities that conducts vendor environmental audits of TSDFs and shares audit results with its members.



JUVAC Meeting Attendees

The first round of “Spare a Minute for Air” training posters were distributed to the in-town C&D Coatings Teams. The posters highlight important air quality regulatory requirements that staff should know during their day-to-day activities. All field operations teams will be receiving customized posters to match their activities that can be placed in workshops or meeting areas.



Spare a Minute for Air Training Poster

SRT Apprenticeship Programs

The SRT Apprenticeship Programs recently welcomed five new electrical and ten new mechanical pre-apprentices. The latest hires completed orientation and initial safety training during their first week before joining their assigned teams. Each pre-apprentice will complete a six-month probationary period before officially registering with California’s Division of Apprenticeship Standards.



New Apprentices

Office of Safety, Security & Protection

SRT Safety and Technical Training Programs

The Training Staff has partnered with the Treatment team to produce a new instructional video for upcoming SOOM training sessions. This video is designed to clearly explain a key practical exercise in which staff will develop a valving program for a specific filter within the treatment plant.

The video includes detailed guidance to support a deeper understanding of the scenario and to enhance the hands-on learning experience. This initiative reflects our ongoing commitment to using mixed media to improve training effectiveness and reinforce safety.



Filter isolation video for SOOM training sessions

Office of Safety, Security & Protection

Improve the Workplace and Promote START Values

Expand security capabilities

Security Management

Tabletop Exercise Highlights Information Sharing and Collaboration

On September 11, Metropolitan Security hosted a Tabletop Exercise (TTX) in collaboration with WaterISAC, the national information sharing and analysis center for the water sector. The exercise brought together internal teams and external partners to test our communication, coordination, and response capabilities during a simulated cyber and physical security incident affecting critical infrastructure.

The date of the exercise carried special meaning. Conducted on September 11, the event underscored the enduring importance of vigilance, preparedness, and information sharing among lifeline sectors. It served as a timely reminder that transparent, rapid, and secure communication between utilities and public safety partners is one of the most effective defenses against emerging threats.

Through this TTX, Metropolitan reaffirmed its commitment to collaboration across agencies and the continuous improvement of its emergency management and security posture. The lessons learned will help refine our incident response procedures, strengthen situational awareness, and enhance coordination across the water sector.



Security and WaterISAC Tabletop Exercise

Office of Safety, Security & Protection

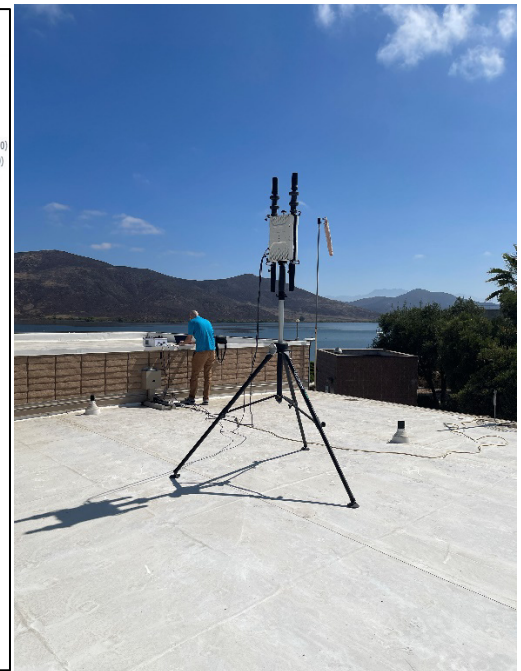
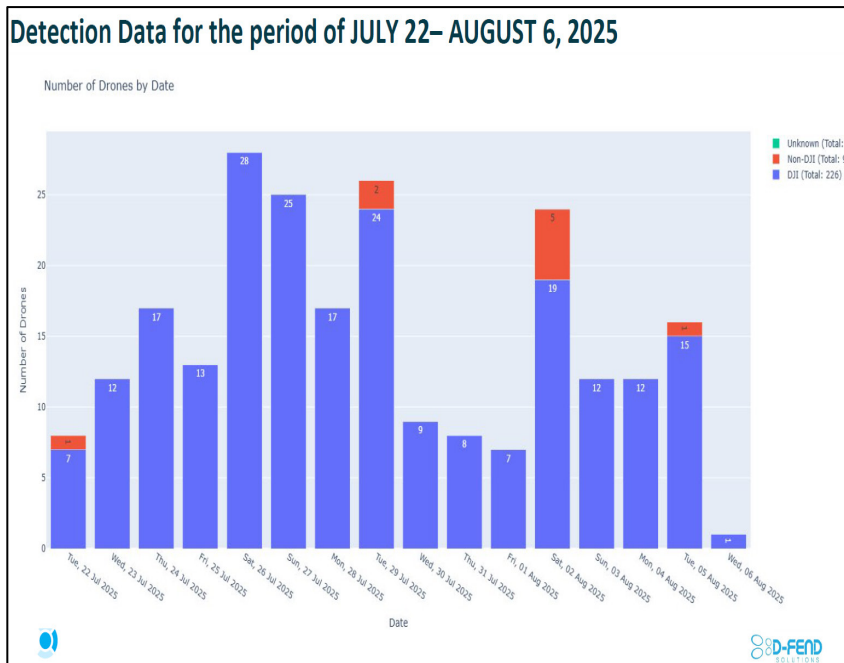
Counter Unmanned Aircraft System Detection System Evaluation

Metropolitan Security staff completed an evaluation of a Counter-Unmanned Aircraft System (counter-UAS) detection platform at the Skinner Water Treatment Plant in July and received a complete debriefing presentation on the data findings this month.

The system, in operation for 16 continuous days, used radio frequency (RF) detection capabilities which documented 235 aerial drone flights that occurred within a few miles of the Skinner facility, including two unauthorized flights directly into, and hovering overhead, critical areas of the Skinner plant. Data also revealed one drone flying at speeds in excess of 70 mph and another drone flying at an altitude of over 1600 feet above ground level, well above the federal limitation of 400 feet.

The detection system was set up on the Skinner Administrative Building roof and was provided at no cost for demonstration purposes only. This evaluation is part of ongoing security strategic initiatives to explore new detection technologies aimed at better protecting Metropolitan's critical assets and operations from emerging aerial threats that continue to grow in frequency and lethality. This effort is also a key component of the Counter-Drone Action Plan initiated by the Security Management Unit in collaboration with various stakeholders across Metropolitan.

While there are many different technologies and methodologies to detect drones, very few have the range and mitigation abilities that RF provides. In addition, the system detects unique identifying drone forensic signature data, the operator's location, launch points, and other critical data needed for law enforcement follow-up. Metropolitan Security continues to applicability of incorporating these defensive technologies into future infrastructure protection capital projects.



Metropolitan security staff completes counter-UAS defensive system evaluation

Office of Safety, Security & Protection

AWIA Emergency Response Plan Submission

Metropolitan has successfully completed and submitted the Emergency Response Plan (ERP) portion required under the America's Water Infrastructure Act (AWIA) of 2018, marking the full completion of the agency's compliance obligations under this important federal law. The AWIA requires water utilities serving more than 3,300 people to develop or update risk and resilience assessments and corresponding ERPs, ensuring critical infrastructure is prepared for all hazards—from natural disasters to cyber and physical security threats.

The ERP submission represents the culmination of extensive cross-departmental collaboration, documentation, and validation of Metropolitan's preparedness and response capabilities. This achievement underscores our ongoing commitment to strengthening system resilience, protecting vital water infrastructure, and safeguarding the delivery of clean, reliable water to more than 19 million residents across Southern California. With the submission complete, Metropolitan remains in full compliance with AWIA's federal mandates and well-positioned for future updates and program enhancements as the threat landscape continues to evolve.

Emergency Management

EOC/ICS Training for Metropolitan EOC and Member Agency Staff

On September 5, Metropolitan staff conducted an official course from the California Specialized Training Institute, the training arm for the California Office of Emergency Services, for staff from the Metropolitan Emergency Operations Center (EOC) and representatives from Foothill Municipal Water District and West Basin Municipal Water District. The eight-hour course was held at Metropolitan's EOC in Eagle Rock and focused on the interaction between field responders and their local EOCs.

Staff Presented at H2OEx Conference at Metropolitan Water District Headquarters

Emergency Management staff spoke at the H2OEx Conference on September 11 at Metropolitan's Headquarters. Staff presented information on Metropolitan's EOC activation for the Eaton and Palisades Fires in January 2025, including coordination with local, state and federal agencies. The conference and tabletop exercise were presented by the Water Information Sharing and Analysis Center for an audience of water and wastewater professionals and provided a forum for continued security and emergency preparedness.

Metropolitan Incident Commanders Participate in Incident Management Training

Managers who could expect to step into the role of Incident Commander during a local emergency participated in special training to review the process of identifying an emergency, establishing a command post, and managing an emergency response. This eight-hour training was based on the principles of the Incident Command System, which is the standard used by emergency responders both nationwide and internationally. Follow-up exercises will be scheduled with these Incident Commanders before the end of the year to reinforce the strategies covered in the course.

Office of Safety, Security & Protection

CUF Outreach with County First Responders

On September 25, staff participated in an outreach event with members of the Riverside County Environment Health and Hazardous Materials response teams.

The event, held at CUF and coordinated by the Safety, Regulatory and Training (SRT) Section, included an overview of Metropolitan's Emergency Management procedures by Emergency Management staff. Topics covered included EOC activations and coordination with Riverside County emergency management officials. SRT and CUF staff provided a tour of the CUF facility and answered questions along the way.



Riverside County Environment Health and Hazardous Materials response teams

Metropolitan Participates in the Great California ShakeOut

On October 16, at 10:16 AM, Metropolitan participated in the *Great California ShakeOut*. This is the largest earthquake drill in the world, and it helps agencies and communities prepare for a major earthquake.

Metropolitan Duty Officers (24/7 emergency point of contact) practiced using Metropolitan's new emergency notification system to send alerts to all Metropolitan employees, reminding them to Duck, Cover, and Hold On during an earthquake. To reinforce earlier ICS training sessions, local Metropolitan Incident Commanders sent *Incident Briefing Forms (ICS 201s)* to the Metropolitan EOC, just as they would during a real earthquake. Other emergency communications systems, such as Starlink and emergency two-way radios, were also tested during the exercise.