

**THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

**MINUTES**

**ETHICS, ORGANIZATION AND PERSONNEL COMMITTEE**

**May 14, 2024**

Chair Pressman called the meeting to order at 12:52 p.m.

Members present: Directors Bryant, Camacho, Cordero, Erdman, Faessel, Jung (teleconference posted location), McMillan, Phan, Ramos, and Pressman.

Members absent: Directors Douglas, Fong-Sakai, Kassakhian, and Sutley.

Other Board Members present: Directors Abdo, Ackerman, Armstrong, De Jesus (AB2449 “Just Cause”), Dennstedt, Dick, Fellow, Garza (AB2449 “Just Cause”), Goldberg, Gray, Kurtz, Lefevre, McCoy, Miller, Morris, Ortega, Peterson, Petersen, and Seckel.

Director De Jesus indicated he is participating under AB 2449 “just cause” regarding contagious illness. Director De Jesus appeared by audio and on camera.

Director Garza indicated he is participating under AB 2449 “just cause” regarding contagious illness. Director Garza appeared by audio and on camera.

Committee Staff present: Kasaine, Mortada, H. Rodriguez, Salinas, H. Torres, Wisdom, and Wheeler

**1. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COMMITTEE ON MATTERS WITHIN THE COMMITTEE’S JURISDICTION**

<b>Name</b>	<b>Affiliation</b>	<b>Item</b>
1. Olivia Sanchez	ACE President	8-6

**CONSENT CALENDAR ITEMS — ACTION**

**2. CONSENT CALENDAR OTHER ITEMS – ACTION**

- A. Approval of the Minutes of the Ethics, Organization, and Personnel Committee for March 11, 2024 (copies submitted to each Director, any additions, corrections, or omissions)

### 3. CONSENT CALENDAR ITEMS – ACTION

7-3 Authorize the General Manager to enter into an agreement for administrative supplemental labor services containing the following thirty supplemental temporary labor agencies: SuperbTech Inc., AtWork Personnel Services, Project Partners, PSP Group Inc., Johnson Service Group Inc., CathyJon Enterprises Inc. Tryfacta Inc., 22nd Century Technologies Inc., Ronin Staffing LLC, Enterprise Resource Services Inc., Sierra Cybernetics Inc., Morris and Willner Partners, Staffmark Group, Balanced Diversity Solutions, Partners In Diversity Inc., AppleOne Inc., Genesis Global Recruiting, HireGround Personnel Services Inc., Jada Systems Inc., Mantek Solutions Inc, TPS Group, Good People Inc., Info Origin Inc, Harvest Technical Services Inc, TruCapital Partners, Information Management Resources Inc., Kaygen Inc., SoftHQ Inc., Akshar IT Solutions LLC, and Infojini Inc, each with up to four annual renewal options, with a maximum not-to-exceed amount of \$8 million per year for the contract; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA.

Presented by: Brandon Patrick, Unit Manager Class Comp & Recruitment

Motion: Authorize the General Manager to enter into an agreement for administrative supplemental labor services containing the following thirty supplemental temporary labor agencies: SuperbTech Inc., AtWork Personnel Services, Project Partners, PSP Group Inc., Johnson Service Group Inc., CathyJon Enterprises Inc. Tryfacta Inc., 22nd Century Technologies Inc., Ronin Staffing LLC, Enterprise Resource Services Inc.,Sierra Cybernetics Inc., Morris and Willner Partners, Staffmark Group, Balanced Diversity Solutions, Partners In Diversity Inc., AppleOne Inc., Genesis Global Recruiting, HireGround Personnel Services Inc., Jada Systems Inc., Mantek Solutions Inc., TPS Group, Good People Inc., Info Origin Inc, Harvest Technical Services Inc., TruCapital Partners, Information Management Resources Inc., Kaygen Inc., SoftHQ Inc., Akshar IT Solutions LLC, and Infojini Inc, each with up to four annual renewal options, with a maximum not-to-exceed amount of \$8 million per year for the contract.

Mr. Patrick gave an overview of why the board should authorize entering an agreement for administrative supplemental labor. The contract allows the district to enter an agreement with 30 supplemental labor companies which will provide coverage for vacancies and project support throughout the district.

7-4 Approve the Department Head 360 Evaluation process; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA.

Presented by: Barry Pressman, Chair of the Committee  
Adan Ortega Jr., Chair of the Board

Motion: Approve the Department Head 360° Evaluation Process

Director Pressman gave a presentation on the process for the Department Head 360 Evaluation. Along with Chair Ortega who described in detail what the process consists of and the planning it involved. Guest speaker Eleanor Allen spoke briefly on her contribution to the project.

After completion of the presentations, Director Erdman made a motion, seconded by Director Camacho to approve the consent calendar items 2A, 7-3, and 7-4.

The vote was:

Ayes: Directors Bryant, Camacho, Cordero, Erdman, Faessel, Jung, McMillan, Phan, Pressman, and Ramos.

Noes: None

Abstentions: None

Absent: Directors Douglas, Fong-Sakai, Kassakhian and Sutley.

The motion for item 2A passed by a vote of 10 ayes, 0 noes, 0 abstention, and 4 absent.

## **END OF CONSENT CALENDAR ITEMS**

### **4. OTHER BOARD ITEMS – ACTION**

8-6 Update on labor negotiations and approve entering into two-year extension of 2022-24 Memorandum of Understanding between The Metropolitan Water District of Southern California and The Association of Confidential Employees; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [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, Mark Brower, Human Resources Group Manager, and Gifty J. Beets, Human Resources Section Manager of Labor Relations. Employee organization: Association of Confidential Employees].

Presented by: Gifty Beets, Human Resources Section Manager

Motion: Authorize the General Manager to exercise discretion under Administrative Code Section 610(k) to enter into a new Memorandum of Understanding with ACE.

Ms. Beets gave an update and an overview of labor negotiations item, to enter into a new Memorandum of understanding with ACE.

The following director had comments or questions.

1. Erdman
2. Pressman

Staff responded to the Directors' questions and comments.

Director Camacho made a motion, seconded by Director Bryant to approve item 8-6.

The vote was:

Ayes: Directors Bryant, Camacho, Cordero, Erdman, Faessel, Jung, McMillan, Phan, Pressman, and Ramos.  
Noes: None  
Abstentions: None  
Absent: Directors Douglas, Fong-Sakai, Kassakhian, and Sutley.

The motion for item 8-6 passed by a vote of 10 ayes, 0 noes, 0 abstention, and 4 absent.

## 5. **BOARD INFORMATION ITEMS**

None

## 6. **COMMITTEE ITEMS**

- a. Subject: Monthly Ethics Education

Presented by: Peter Von Haam, Assistant Ethics Officer

Mr. Von Haam provided an update about Metropolitan's Contractors Code of Conduct. The Ethics Office carried out this board directive by drafting and circulating the draft document for internal review among Departments. The General Manager recently approved the final form of the Code. Management will be responsible for incorporating the Code into Metropolitan's new contracts.

## 7. MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS

- a. Subject: Ethics Officer's Report on Monthly Activities

Presented by: Abel Salinas, Ethics Officer

Mr. Salinas reported the ethics office organized and hosted Southern California Ethics Symposium, co-sponsored by LA Metro and Los Angeles Mayor Karen Bass. Also reported training provided by the ethics office to headquarters and other locations, so far trained 1,300 employees throughout 25 events. Gave an update on pending investigations.

The following director had comments or questions.

1. Ramos

Staff responded to the Directors' questions and comments.

- b. Subject: Equal Employment Opportunity Activities  
Human Resources Activities  
Safety, Security, and Protection activities

Presented by: Jonaura Wisdom, Chief EEO Officer

Mark Brower, Human Resources Group Manager

Ms. Wisdom highlighted the EEO Office's office hours held at four desert facilities, the Weymouth Tour/Luncheon and EEO training for Weymouth employees, and the EEO Investigations 101 training.

Mr. Brower gave an overview of an upcoming employee appreciation event to be held on July 20<sup>th</sup>, upcoming Management Academy, providing training for new managers, updates on HR hosted wellness webinars, upcoming HR employee relations weekly visits to the desert, and recruitment team updates.

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The following directors had comments or questions on the Human Resources Activities.

1. Kurtz
2. Ortega
3. Ramos

Staff responded to the Directors' questions and comments.

Chair Pressman stated the Safety, Security, and Protection activities report is available online.

**8. FOLLOW-UP ITEMS**

None

**9. FUTURE AGENDA ITEMS**

None

**10. ADJOURNMENT**

Meeting adjourned at 1:53 p.m.

Barry Pressman  
Chair