



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Board Report

Human Resources Group

• Human Resources Activities Report

Summary

This report provides a summary of the Human Resources Group activities for August 2025.

Purpose

Informational

Detailed Report

GM Business Plan

Accelerate recruitments to reduce the vacancy rate.

The Human Resources Group's goal to improve the workplace includes accelerating recruitment to reduce Metropolitan's vacancy rate. As of August 1, 2025, the District's vacancy rate is at 9.35%, down from 9.65% the previous month. This marks the sixth consecutive month of decline. Additionally, a monthly recruitment status report continues to be shared with Group Managers.

The Recruitment Unit also plans to deploy a recruitment surge team. The Human Resources Assistants hired as part of this plan will be starting in September. Panel interviews for the Recruiter positions took place from August 19 through August 28, and final interviews will be scheduled in September with anticipated start dates in October. The Recruitment Unit is also in the development of a new eform to support tracking staffing requisitions from start to finish, to reduce time to fill openings.

Use annual assessments to inform workplace improvement strategies.

The District continues to use the annual employee survey to inform workplace improvement strategies. Exit interview data was compiled and shared with the OPE Committee on August 19, 2025, and the actions taken to respond to employee feedback within the exit surveys were shared. The 2025 annual employee survey launched on August 25, 2025, and is expected to close in September.

Promote START values.

START has been included in the onboarding experience and will continue to be integrated as the new version of the new employee orientation as it is developed, enhancing social interactions and team building, more successfully integrating new employees into their teams, and enhancing collaboration.

HR Priorities

Partner with Metropolitan leadership to support learning, development, and adaptive workforce planning initiatives.

The Organizational Development & Training (OD&T) Unit has a goal to enhance the overall performance and development of employees of Metropolitan, which is essential for the success and overall growth and development of Metropolitan's workforce. From July to August, 680 employees attended trainings on topics such as *Success Signals: Color Styles for Effective Communication*, *Influencing without Authority*, and *Keeping Your Emails Short and Sweet*. LinkedIn Learning, MWD's e-learning platform, was accessed for training on the following topics: *AI in Financial Forecasting*, *Collaboration Principles and Process*, *Improving Your Conflict Competence*, and *Occupational Safety and Health: Working in the Heat*.

OD&T also coordinated and hosted three virtual information sessions with three partner universities for the Master of Public Administration cohort program. University of La Verne, University of Arizona, and California State University, Northridge, presented.

OD&T hosted its 15th cohort Metropolitan Management University course for managers. Sessions in August included *One-on-Ones* and *Communications Styles*. There were 14 participants in attendance for the Interim Managers Training program, a one-day interactive session where managers were introduced to topics like setting goals, giving feedback, accountability, and recognition, along with an overview of the different types of leaves of absence.

HR Core Business: Provide Excellent Human Resources Services

Administer all HR services with efficiency and a focus on customer service excellence, consistency, and flexibility.

The Business Support Team successfully planned and coordinated an *Alcohol and Your Health* wellness webinar held live on August 20, 2025, in partnership with Kaiser Permanente. This webinar engaged employees in exploring both the benefits and risks of alcohol consumption, along with strategies for reducing or quitting drinking. Participants were encouraged to develop a personalized action plan, leveraging their strengths to enhance their health and well-being.

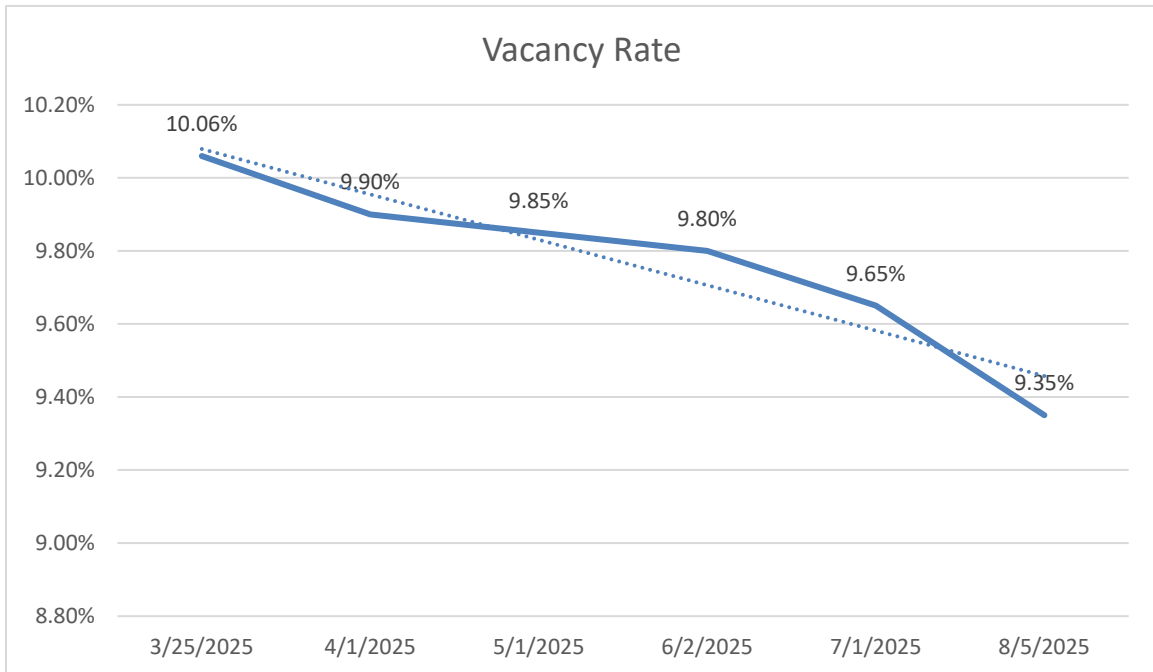
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Human Resources Metrics

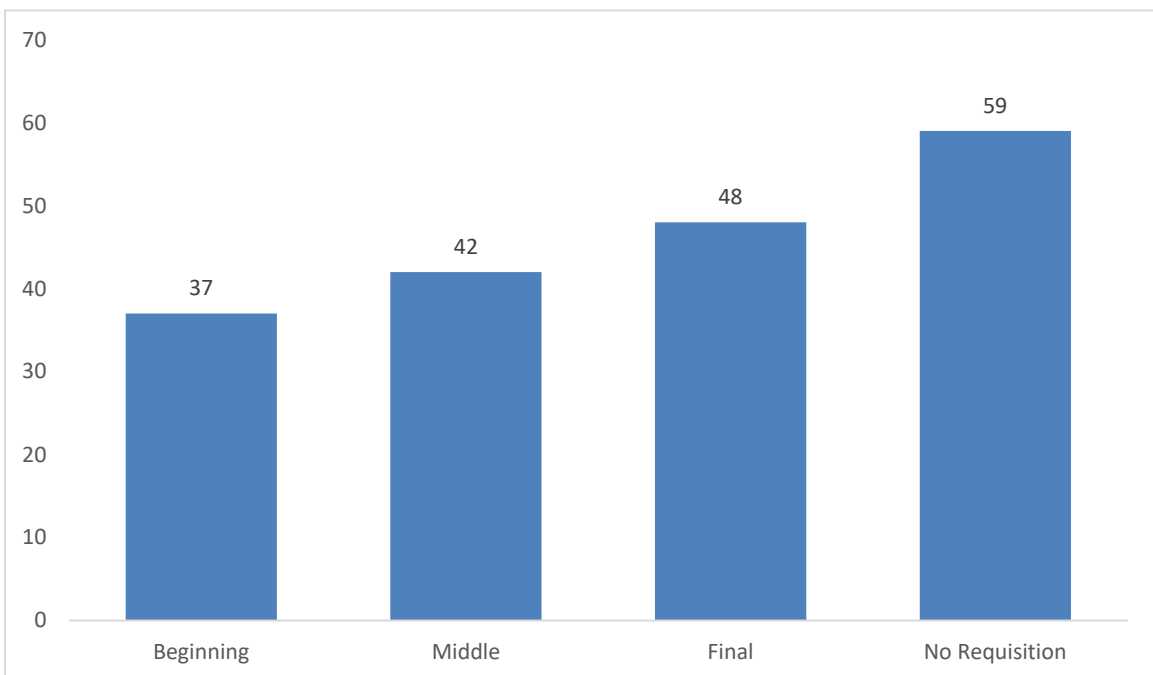
Group	Vacancy Count	Vacancy %
BAY DELTA INITIATIVES	1	5.88%
BOARD OF DIRECTORS	1	12.50%
CONVEYANCE&DISTRIBUTION GROUP	31	11.07%
DIVERSITY,EQUITY&INCLUSION	0	0.00%
ENGINEERING SERVICES GROUP	20	5.22%
EQUAL EMPLOYMENT OPPORTUNITY	0	0.00%
EXTERNAL AFFAIRS	9	14.29%
FINANCE AND ADMINISTRATION	5	4.10%
GENERAL COUNSEL	2	5.41%
HUMAN RESOURCES GROUP	4	8.51%
INFORMATION TECHNOLOGY GROUP	10	7.58%
INTEGRATED OPS PLAN&SUPPT SRVC	25	9.88%
OFF OF SAFETY,SECURITY&PROTECT	8	11.59%
OFFICE OF ETHICS	3	37.50%
OFFICE OF THE GENERAL AUDITOR	3	21.43%
OFFICE OF THE GENERAL MANAGER	5	19.23%
SUSTAINABILITY,RESILIENCE&INNOV	2	4.35%
TREATMENT&WATER QUALITY GROUP	46	11.56%
WATER RESOURCE MANAGEMENT GRP	11	16.42%
Grand Total	186	9.35%

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Districtwide Vacancy Rate



Current Recruitment Status (8/1/2025)



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Personnel Snapshot

	August 2025	Prior Month July 2025
Headcount		
Regular Employees	1,816	1,816
Temporary Employees	50	53
Interns	6	6
Recurrents	13	13
Annuitants	19	20

Transactions Current Month and Fiscal YTD (includes current month)			
External Hires	FY 24/25 Totals	August 2025	FISCAL YTD
Regular Employees	110	11	27
Temporary Employees	57	3	9
Interns	5	0	4
Internal Promotions	85	7	18
Management Requested Promotions	160	8	20
Retirements/Separations (regular employees)	94	15	21
Employee-Requested Transfers	19	1	3

Departures

Last	First Name	Classification	Eff Date	Reason	Group
Velasquez	Charlie	Asst Board Administrator	6/26/2025	Resignation	BOARD OF DIRECTORS
Davanzo	Eduardo	Team Mgr-Enterprise GIS & CAD	7/1/2025	Retirement - Service	INFORMATION TECHNOLOGY GROUP
Chischilly	Jason	Pump Plant Specialist	7/3/2025	Retirement - Service	CONVEYANCE&DISTRIBUTION GROUP
Alanis	Adrienne	Planner Scheduler	7/4/2025	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Beringer	Thomas	Sr Security Specialist	7/4/2025	Retirement - Service	OFF OF SAFETY,SECURITY&PROTECT

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Mackey	Ellen	Environmental Specialist	7/4/2025	Retirement - Service	SUSTAINABILITY, RESILIENCE & INNOV
Medeiros	Michael	O&M Tech IV	7/4/2025	Retirement - Service	TREATMENT & WATER QUALITY GROUP
Bodnar	James	Unit Mgr-Ops Planning & Program	7/5/2025	Retirement - Service	INTEGRATED OPS PLAN & SUPPT SRVC
Sanchez	Olivia	Prgm Mgr-Outreach Prj Labor Agt	7/5/2025	Retirement - Service	ENGINEERING SERVICES GROUP
Woods	Eddy	IT Communication Tech III	7/5/2025	Retirement - Service	INFORMATION TECHNOLOGY GROUP
Mendoza	Wigsbert	Dvrsty Eqty & Incls n Out & Engage Mgr	7/8/2025	Retirement - Service	DIVERSITY, EQUITY & INCLUSION
Hiscott	Gregory	Pr Engineering Technician	7/12/2025	Retirement - Service	INTEGRATED OPS PLAN & SUPPT SRVC
Soto	Darrell	O&M Tech IV	7/18/2025	Retirement - Service	INTEGRATED OPS PLAN & SUPPT SRVC
Turner	Judy	Pr Training Specialist (C)	7/18/2025	Retirement - Service	OFF OF SAFETY, SECURITY & PROTECT
Freeman	Olivia	Team Mgr-Prof Contracting Svcs	7/19/2025	Retirement - Service	FINANCE AND ADMINISTRATION