

# 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**

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

## **Organization, Personnel, and Effectiveness Committee**

Meeting with Board of Directors \*

**September 9, 2025**

**1:00 p.m.**

## **Tuesday, September 9, 2025 Meeting Schedule**

**08:30 a.m. FAAME  
10:30 a.m. LEGAL  
12:30 p.m. Break  
01:00 p.m. OPE  
02:00 p.m. 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.**

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

**Teleconference Locations:**

**UCSD Scripps Institution of Oceanography - MESOM 208 • 8880 Biological Grade • La Jolla, CA 92037  
3008 W. 82nd Place • Inglewood, CA 90305**

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\* 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 August 19, 2025 [21-5003](#)

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

- 7-9 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 [21-5002](#)

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

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

NONE

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

NONE

6. **COMMITTEE ITEMS (INFORMATIONAL)**

- a. Employee Wellness [21-5004](#)
  - b. Emergency Management Program Update [21-5005](#)

7. **MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS**

- a. Human Resources activities [21-5006](#)  
Safety, Security, and Protection activities

**Attachments:** [09092025 OPE 7a Human Resources Activities](#)  
[09092025 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.



## Human Resources Group

### • Human Resources Activities Report

#### Summary

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

#### Purpose

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Informational

#### Detailed Report

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### 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 15<sup>th</sup> 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.

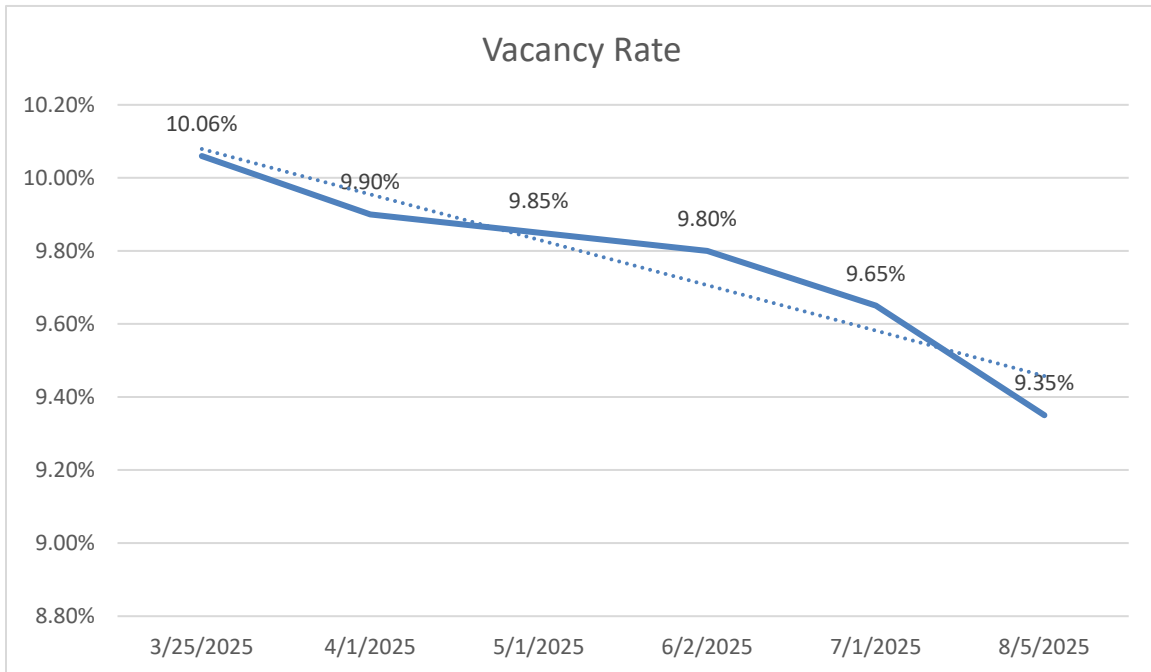
## Board Report Human Resources Activities Report

### Human Resources Metrics

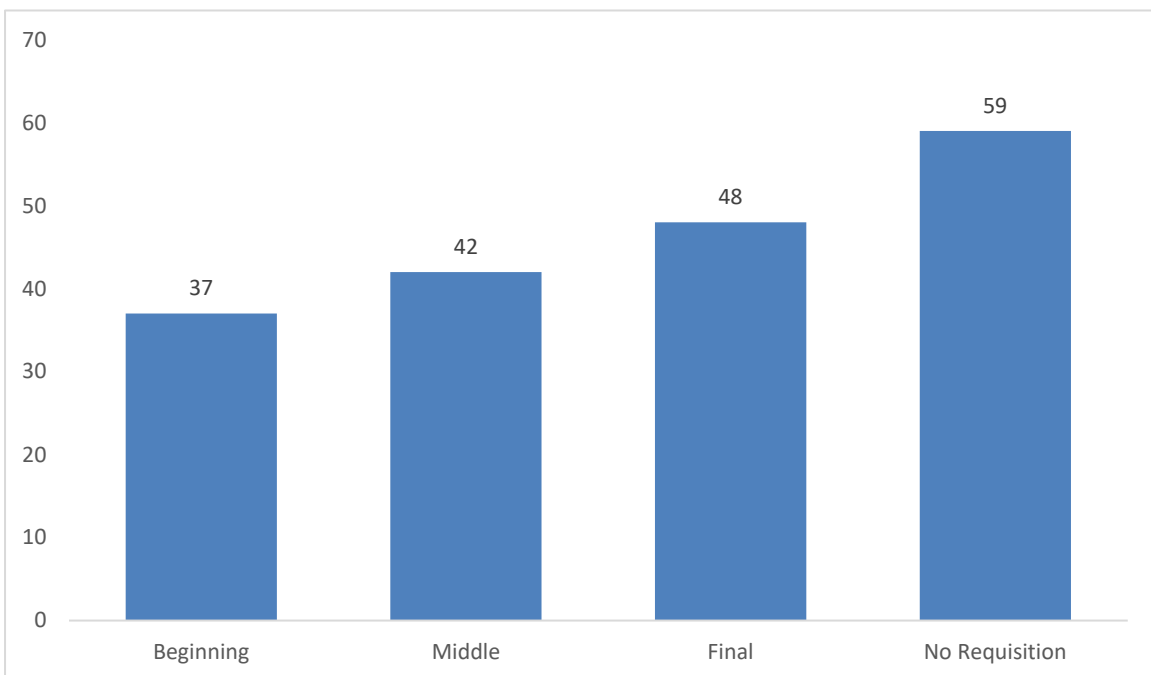
Group	Vacancy Count	Vacancy %
BAY DELTA INITIATIVES	1	5.88%
BOARD OF DIRECTORS	1	12.50%
CONVEYANCE&DISTRIBUTION GROUP	31	11.07%
DIVERSITY,EQUITY&INCLUSION	0	0.00%
ENGINEERING SERVICES GROUP	20	5.22%
EQUAL EMPLOYMENT OPPORTUNITY	0	0.00%
EXTERNAL AFFAIRS	9	14.29%
FINANCE AND ADMINISTRATION	5	4.10%
GENERAL 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%
<b>Grand Total</b>	<b>186</b>	<b>9.35%</b>

## Board Report Human Resources Activities Report

### Districtwide Vacancy Rate



### Current Recruitment Status (8/1/2025)



## Board Report Human Resources Activities Report

### Personnel Snapshot

	August 2025	Prior Month July 2025
<b>Headcount</b>		
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



## Board Report Human Resources Activities Report

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



THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

# Board Report

## Office of Safety, Security, and Protection (OSSP)

### • OSSP Monthly Activities July and August 2025

#### Summary

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This monthly report provides a summary of OSSP activities for July and August 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 Response
  - Emergency Management

#### Purpose

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Informational

#### Attachments

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Attachment 1: Detailed Report – OSSP Monthly Activities for July and August 2025

# Office of Safety, Security & Protection

## Monthly Activities Report for July and August 2025

**Improve the Workplace and Promote START Values**

***Strengthen safety training***

### Safety, Regulatory, and Training (SRT)

#### SRT Health and Safety Programs

The second issue of the Headquarters Safety Newsletter was published and distributed to all employees. The Safety Newsletter highlighted new IntraMet updates, incident summaries, important safety talks, and shoutouts to recognize employees' safety contributions.



**Headquarters Safety Newsletter: Issue #2**

The team facilitated an unannounced Cal/OSHA site visit at the Weymouth Water Treatment Plant and Hinds Pumping Plant. Formal reports from the visits have not been received; however, staff are proactively working with the facility to make safety improvements.

The team worked with the National Safety Council to deliver two pilot trainings of the Safety Culture Leadership curriculum. These pilot trainings introduced the audience to safety culture concepts and provided a platform to identify opportunities for improvement within Metropolitan's safety culture journey.

# Office of Safety, Security & Protection

## SRT Environmental Programs

The Environmental team participated in the Quarterly Industrial Advisory Council meeting hosted by the Los Angeles County Sanitation District to discuss recently revised regulatory requirements, which will impact Palos Verdes Reservoir and Weymouth. Key updates included the voluntary transition to a new online system for submitting Surcharge Statements and Self-Monitoring Reports, as well as revisions to their rainwater policy.

An informal comment was submitted to the South Coast Air Quality Management District (SCAQMD) on Proposed Rule 1445 (Plasma Arc Cutting) requesting that the rule not apply to portable hand-held units used for maintenance and repair activities. The results of the demonstration held at Weymouth earlier in the year were referenced to support the request. SCAQMD staff agreed that some of the requirements are infeasible for our industry, and they will be doing additional review and considering our request.

Lastly, the Federal Environmental Protection Agency (EPA) conducted a hazardous waste inspection in June at Iron Mountain. Staff are working on addressing several findings.

## SRT Apprenticeship Programs

SRT Apprenticeship Programs prepare apprentices to become certified mechanics and electricians responsible for maintaining Metropolitan's water treatment and distribution systems. This month, the Class of 2027 apprentices began their fifth period of instruction. Mechanical apprentices will continue developing fabrication skills by learning welding principles, including safety, metallurgy, torch cutting, and working with metals in shop and field environments. Electrical apprentices will expand their knowledge and technical skills with variable frequency drives (VFD), VFD faults and troubleshooting, semiconductors, and power supplies. As the fifth period marks the halfway point for the Class of 2027, staff are finalizing details to onboard the next pre-apprentices scheduled for hire in August. These Class of 2029 pre-apprentices will serve a probationary period before being registered as apprentices with the State of California Division of Apprenticeship Standards.

## SRT Safety and Technical Training Programs

The team upgraded the training rooms and installed monitors, speakers, and a videoconferencing system. These upgrades will enhance the training experience and allow effective hybrid (in-person and online) training.

# Office of Safety, Security & Protection

## Improve the Workplace and Promote START Values

### *Expand security capabilities*

## Security Response

Metropolitan Security and the Los Angeles Conveyance and Distribution (C&D) team responded to a power outage at the Dominguez Channel, caused by vandalism to a buried power junction box. The damage was linked to an extensive, concealed homeless encampment under the 110 freeway that had been illegally siphoning electricity and exploiting Metropolitan's infrastructure.

Security staff conducted a risk assessment, engaged with individuals at the scene—including gang-affiliated persons—de-escalated threats, and provided safety support for repair crews. Emergency repairs were completed, and future prevention measures, including reinforced junction box protections and upgraded hardware, are underway.

This incident underscores the growing impact of power theft, illegal dumping, and encroachments on Metropolitan properties, prompting continued efforts to safeguard infrastructure and protect field personnel.



**Metropolitan security staff support Los Angeles C&D repair crews restoring power to vandalized substructures**

# Office of Safety, Security & Protection

## Emergency Management

The Metropolitan Emergency Operations Center (EOC) officially deactivated from the response to the Los Angeles protest/civil unrest on June 19. The Metropolitan EOC was activated during the protests and civil unrest in the downtown Los Angeles area to coordinate the closure of the Union Station Headquarters building and relocation of board meetings. The EOC returned to Duty Officer status, continued to monitor the situation, and maintained contact with the Los Angeles City and County EOCs.

Metropolitan continued reaching out to our emergency management partners this month by hosting personnel from the Los Angeles County Office of Emergency Management (OEM) on June 23. OEM staff toured Metropolitan's Eagle Rock Facility, which included the Emergency Operations Center, Operations Control Center, and the Security Watch Center. During the January wildfires, Metropolitan deployed Agency Representatives to the Los Angeles County EOC, and this meeting was a follow-up to lessons learned from that incident.



**MWD's Ian Whyte (left) tours with Los Angeles County Office of Emergency Management personnel at the Eagle Rock facility**

On June 24, Metropolitan staff attended a Wildfire Preparation Cooperators meeting for Los Angeles County's Disaster Management Area D in Azusa, California. The meeting was for utilities, first-responders, and emergency management staff that have assets and interests in Area D, which includes the Foothills of the San Gabriel Mountains. This area was significantly impacted by the Eaton Fire in January 2025. Metropolitan worked with many of these agencies during our response to the Eaton Fire, and these types of ongoing outreach activities are a vital part of our emergency management program.

On June 25, staff participated in the Diemer Safety Fair in Yorba Linda. Ian Whyte, Emergency Management Program Manager, presented an overview of Metropolitan's EOC response to the Eaton and Palisades Fires. The district's mobile command vehicle was also on display to show employees some of the tools used to manage emergencies.

On August 6, in an abundance of caution, the Metropolitan EOC and Jensen Incident Command Post (ICP) were activated briefly at a low level to support LADWP's response to an equipment repair issue causing a service disruption to LADWP customers in the Granada Hills/Porter Ranch area. The EOC and ICP were activated to monitor the situation since Metropolitan was providing assistance to LADWP to restore water to the area. Activating the EOC also allowed Metropolitan to easily communicate with the Los Angeles City EOC, which was also activated for this event, in case the situation worsened. The Metropolitan EOC deactivated on August 8 and returned to Duty Officer status.