

THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

MINUTES

ETHICS, ORGANIZATION AND PERSONNEL COMMITTEE

June 13, 2023

Chair Ramos called the teleconference meeting to order at 10:30 a.m.

Members present: Directors Camacho, Erdman, Faessel, Fong-Sakai, Jung (entered after rollcall), Kassakhian, McMillan, Phan (teleconference posted location), Ramos and Sutley (entered after rollcall).

Members absent: Directors Cordero.

Other Board Members present: Directors Abdo, Ackerman, Armstrong, De Jesus, Dennstedt, Garza, , Gray (teleconference posted location), Kurtz, Lefevre, McCoy, Miller, Morris, Ortega, Peterson, and Smith.

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

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

None

CONSENT CALENDAR ITEMS — ACTION

2. CONSENT CALENDAR OTHER ITEMS – ACTION

- A. Approval of the Minutes of the Ethics, Organization, and Personnel Committee for April 11, 2023

3. CONSENT CALENDAR ITEMS – ACTION

- 7-9 Authorize adding a \$500,000 line item to the fiscal year 2023/2024 Equal Employment Opportunity Office budget to cover outside legal services; and authorize an agreement with Meyers Nave in an amount no to exceed \$500,000 for ongoing legal advice in support of Equal Employment Opportunity Office activities and Equal Employment Opportunity related personnel and compliance matters

Motion: Authorize adding a \$500,000 line item to the fiscal year 2023/2024 Equal Employment Opportunity Office budget to cover outside legal services; and authorize an agreement with Meyers Nave in an amount not to exceed \$500,000 for ongoing legal advice in support of Equal Employment Opportunity Office activities and Equal Employment Opportunity related personnel and compliance matters.

No presentations were given, Director Camacho made a motion, seconded by Director Faessel to approve the consent calendar consisting of item 2A and 7-9.

The vote was:

Ayes: Directors Camacho, Erdman, Faessel, Fong-Sakai, Kassakhian, McMillan, Phan, and Ramos

Noes: None

Abstentions: None

Absent: Directors Cordero, Jung, and Sutley.

The motion passed by a vote of 8 ayes, 0 noes, 0 abstention, and 3 absent.

END OF CONSENT CALENDAR ITEMS

4. OTHER BOARD ITEMS – ACTION

8-4 Approve entering into fiscal years 2022-2026 Memorandum of Understanding between The Metropolitan Water District of Southern California and The Supervisors Association of The Metropolitan Water District of Southern California; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [Conference with Labor Negotiators

Motion: Authorize the General Manager to exercise discretion under Administrative Code Section 6101(k) to enter into a successor Memorandum of Understanding with the Supervisors' Association

No presentations were given, Director Camacho made a motion, seconded by Director Kassakhian to approve the other board items – action consisting of item 8-4

The vote was:

Ayes: Directors Camacho, Erdman, Faessel, Fong-Sakai, Jung, Kassakhian, McMillan, Phan, and Ramos

Noes: None

Abstentions: None

Absent: Directors Cordero and Sutley.

The motion passed by a vote of 9 ayes, 0 noes, 0 abstention, and 2 absent.

Mr. Hagekhalil provided an update on reopener negotiations with AFSCME Local 1902.

5. BOARD INFORMATION ITEMS

None

6. COMMITTEE ITEMS

a. Subject: Ethics Officer's Annual Plan for fiscal year 2023/2024

Presented by: Abel Salinas, Ethics Officer

Mr Salinas presented his annual report which highlighted the work accomplished by the Ethic Office in the past year. Mr. Salinas also presented an outline of his plan for the Ethics Office which established the offices goals for the upcoming fiscal year.

The following Directors provided comments or asked questions

1. Fong-Sakai
2. Smith
3. Sutley
4. Ortega
5. Ramos

Staff responded to the Directors questions and comments.

b. Subject: Contractor Code of Conduct [WITHDRAWN 6/8/2023]

Item was withdrawn.

c. Subject: Update on Apprenticeship Program

Presented by: Melissa Wassenaar, Senior Training Administrator

Ms. Wassenaar provided an overview on the Apprenticeship Program, reviewed how apprentice met certification requirements, reviewed recent program success stories and provided an update on program developments.

The following Directors provided comments or asked questions

1. Sutley
2. Faessel
3. Dennstedt
4. Abdo
5. Phan
6. Ortega
7. Peterson

Staff responded to the Directors questions and comments.

- d. Subject: Update on Department Head evaluation process and timeline for fiscal year 2022/2023

Presented by: Katano Kasaine, Assistant General Manager/CFO

Ms. Kasaine provided an overview of the Department Head Evaluation process and reviewed the timeline for the 2022/2023 fiscal year.

The following Directors provided comments or asked questions

1. Kurtz
2. Ortega
3. Peterson
4. Ramos

Staff responded to the Directors questions and comments.

7. MANAGEMENT REPORT

- a. Ethics Officer's Report

Mr. Salinas reported that since April, the Ethics Office has not initiated new investigations. Mr. Salinas reported that there are currently 10 ongoing Ethics investigations. One involves allegations of retaliation for reporting potential workplace misconduct which the Ethics Officer anticipates completing the investigation within the next eight weeks. The other nine matters include three involving alleged retaliation and the other six involve alleged unauthorized release of confidential information. The Ethics Officer anticipates completing these investigations within the next three months.

b. Human Resources Manager's Report

None

c. Equal Employment Opportunity Officer's Report

Ms. Wisdom reminded Board members to take the Sexual Harassment Prevention Correction training by the June 30 deadline.

The following Directors provided comments or asked questions

1. Ortega
2. Dennstedt

Staff responded to the Directors questions and comments.

Ms. Kasaine provided an update on Human Resources and announced that a report would be brought to the committee.

8. FOLLOW-UP ITEMS

Director Ramos requested for staff to bring report on HR processes including recruitment, hiring process, and application process.

Director Dennstedt suggested that Directors' compliance for the Sexual Harassment training be posted on the website for transparency.

Director Phan requested for staff follow-up on Form 700 transparency.

9. FUTURE AGENDA ITEMS

None

11. ADJOURNMENT

Next meeting will be held on July 11, 2023

Meeting adjourned at 12:03 p.m.

Marsha Ramos
Chair