



Human Resources Group

• Human Resources Activities Report

Summary

This report provides a summary of the Human Resources Group activities for January 2026.

Purpose

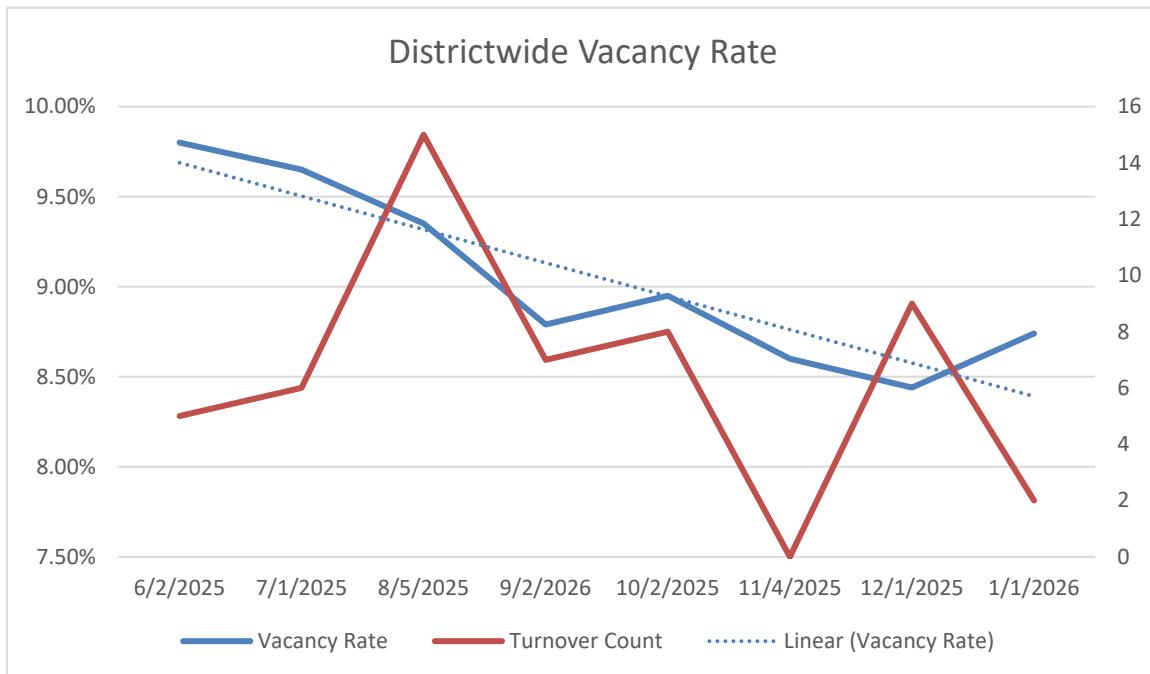
Informational

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 January 6, 2026, the District's vacancy rate is at 8.74 percent, a marginal rise from 8.44 percent the previous month due to the typical increase in employee separations that occur at the end of each year. Additionally, a monthly recruitment status report continues to be shared with Group Managers.



*Vacancy Rate is the percentage of unfilled positions within the District out of the total number of positions.

**Turnover Count is the count of employees who separated from the District. Separations include retirements, voluntary and involuntary separations, and deaths.

Use annual assessments to inform workplace improvement strategies.

The District continues to use the Annual Employee Survey to inform workplace improvement strategies. The Annual Employee Survey, administered by Quantum Workplace, launched in August 2025. The survey period closed on September 30, 2025. Responses are being analyzed and will be used to develop new strategies. Findings are updated in the SharePoint site and shared with all employees.

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 December to January, employees attended trainings on topics such as Unofficial Project Manager, Speed of Trust Foundations, and NERC Critical Infrastructure Protection. LinkedIn Learning, MWD's e-learning platform, was accessed for training on the following topics: How to Proactively Manage Conflict as an Employee, Occupational Safety and Health: Slips, Trips, and Falls, and Management Foundations.

The OD&T Unit joined the Apprentice and Technical Training team for a day of training at Diamond Valley Lake on January 6, 2026, where fifteen new pre-apprentice employees learned study and communication skills. Water Quality's Engineering and Compliance Team participated in a team-building activity based on the 7 Habits on January 10, 2026.



OD&T Unit and Apprentice and Technical Training Session

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 a *Body Harmony* wellness webinar, held live on January 28, 2026, in partnership with Kaiser Permanente. This webinar invited employees to explore how to build sustainable habits and develop a positive relationship with their bodies by going beyond diets and calorie counting. Employees were encouraged to create realistic strategies to support feeling balanced, confident, and at ease in their own bodies.

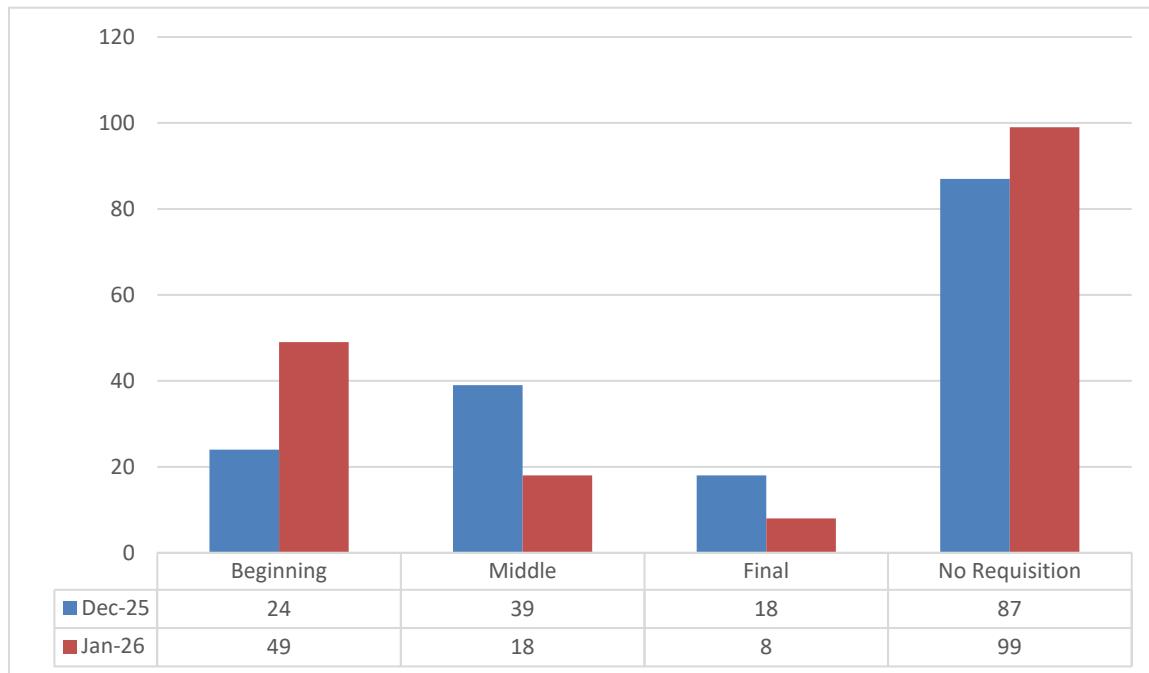
Last month's webinar, *Intergenerational Caregiving*, held on December 17, 2025, attracted 41 registered participants across both the live session and on-demand viewings. The event required two hours of staff time for preparation and hosting.

Human Resources Metrics

Group	Vacancy Count	Vacancy %
BAY DELTA INITIATIVES	0	0.00%
BOARD OF DIRECTORS	1	14.29%
CONVEYANCE & DISTRIBUTION GROUP	28	10.04%
DIVERSITY, EQUITY & INCLUSION	0	0.00%
ENGINEERING SERVICES GROUP	17	4.44%
EQUAL EMPLOYMENT OPPORTUNITY	0	0.00%
EXTERNAL AFFAIRS	6	9.52%
FINANCE AND ADMINISTRATION	5	4.10%
GENERAL COUNSEL	4	10.53%
HUMAN RESOURCES GROUP	5	10.42%
INFORMATION TECHNOLOGY GROUP	11	8.33%
INTEGRATED OPS PLAN & SUPPT SRVC	22	8.73%
OFFICE OF SAFETY, SECURITY & PROTECT	9	12.68%
OFFICE OF ETHICS	3	37.50%
OFFICE OF THE GENERAL AUDITOR	3	21.43%
OFFICE OF THE GENERAL MANAGER	4	16.00%
SUSTAINABILITY, RESILIENCE & INNOVATION	3	6.52%
TREATMENT&WATER QUALITY GROUP	41	10.30%
WATER RESOURCE MANAGEMENT GROUP	12	17.91%
GRAND TOTAL	174	8.74%

Board Report Human Resources Activities Report

Current Recruitment Stages Status (1/6/2026)



Personnel Snapshot

	January 2026	Prior Month December 2025
Headcount		
Regular Employees	1,838	1,834
Temporary Employees	60	59
Interns	6	7
Recurrent	13	13
Annuitants	15	16

Board Report Human Resources Activities Report

Transactions Current Month and Fiscal YTD (includes current month)			
External Hires	FY 24/25 Totals	January 2026	FISCAL YTD
Regular Employees	110	6	71
Temporary Employees	57	4	36
Interns	5	0	5
Internal Promotions	85	13	45
Management Requested Promotions	160	11	64
Retirements/Separations (regular employees)	94	2	47
Employee-Requested Transfers	19	2	10

*Retirements/Separations data input by entry date.