



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Board Report

Group

- **Human Resources September 2024 Activities**

Summary

This report provides a summary of the Human Resources Group's activities for September 2024.

Purpose

Informational

Detailed Report

HR Priorities

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

In September, 520 employees completed in-person and virtual trainings covering topics like Stress Management & Professional Positivity, Unofficial Project Manager, CyberSecurity Awareness, Excel Dashboards, and Advanced SharePoint. LinkedIn Learning's online training platform was accessed for trainings on Root Cause Analysis, and Going from Manager to Leader.

OD&T facilitated sessions 6 and 7 of its 14th cohort of Metropolitan Management University for 14 new managers. The topics were Coaching, FEHA & ADA Compliance, Workers' Compensation, and Leave Administration. Participants were debriefed on their Emotional Intelligence assessment in one-on-one sessions with OD&T's Principal, Melinda Snow (who is certified in EQ coaching). The Unit also facilitated a Team Building for the Admin Services' Business Support Team which concentrated on Communication Skills and Conflict Resolution.

Our annual Employee Survey collected feedback on MWD's culture and leadership (with a 54% response rate). The results will be posted on a SharePoint site hosted by Human Resources.

Recruitment filled 14 positions in the month of September. There are 26 recruitments that are in the final stages which includes hiring recommendations being made. Twelve new staffing requisitions were received resulting in 129 positions being recruited for. Staff continues to work with All-Star Talent in an outreach campaign targeted towards hard-to-fill positions in the Desert, Environmental Planning, and Information Technology. This effort is aimed at making qualified candidates aware of the exciting opportunities available at Metropolitan. In addition, staff continues to make site visits which have included Jensen, Diamond Valley Lake, Lake Mathews, La Verne, and Carson Reuse Facility.

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HR Metrics	June 2024	September 2024	Prior Month August 2024
Headcount			
Regular Employees	1,810	1,823	1,824
Temporary Employees	52	42	45
Interns	2	3	4
Recurrents	17	15	15
Annuitants	23	23	23

	September 2024	August 2024
Number of Recruitments in Progress (Includes Temps and Intern positions)	129	131
Number of New Staffing Requisitions	12	23
	September 2024	August 2024
Number of Job Audit Requests in Progress	7	8
Number of Completed/Closed Job Audits	3	4
Number of New Job Audit Requests	2	2

Transactions Current Month and Fiscal YTD (includes current month)			
<u>External Hires</u>	<u>FY 23/24 Totals</u>	<u>September 2024</u>	<u>FISCAL YTD</u>
Regular Employees	105	8	29
Temporary Employees	61	0	5
Interns	3	0	3
Internal Promotions	80	3	22
Management Requested Promotions	172	20	36
Retirements/Separations (regular employees)	71	8	16
Employee-Requested Transfers	14	1	4

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Departures

Last	First Name	Classification	Eff Date	Reason	Group
Dorado	David	O&M Tech IV	8/2/2024	Retirement - Service	CONVEYANCE&DISTRIBUTION GROUP
Groves	Alisa	Admin Assistant III	8/2/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Hamel	Thomas	Construction Inspector V	8/2/2024	Retirement - Service	ENGINEERING SERVICES GROUP
Naylor	J Gail	Pr Admin Analyst	8/2/2024	Retirement - Service	SUSTAINABILITY, RESILIENCE & INNOV
Alfaro	Jaime	O&M Tech IV	8/2/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Siripanumas	Amporn	Team Mgr-Payroll	8/10/2024	Retirement - Service	FINANCE GROUP
Von Haam	Peter	Assistant Ethics Officer	8/17/2024	Retirement - Service	OFFICE OF ETHICS
Errickson	Brandon	Facilities Maint Mechanic	8/30/2024	Other	INTEGRATED OPS PLAN&SUPPT SRVC