



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Board Report

Human Resources Group

- **Human Resources**

Summary

This report provides a summary of the Human Resources activities for December 2024.

Purpose

Informational

Detailed Report

HR Priorities

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

The Organizational Development & Training Unit managed the completion of the first phase rollout of mandatory, in-person “Civil Workplace” training, covering about 75 percent of Metropolitan employees (including 260 managers). December sessions were held at HQ, Lake Matthews, Gene Camp, and Sacramento. OD&T also facilitated a session with the Regulatory Team which focused on communication and team processes. In addition, 476 employees were trained on topics ranging from Communication Strategies, Personal Security Awareness, Recruitment Procedures, and ADA/FEMA Compliance. Employees accessed LinkedInLearning (Metropolitan’s e-learning platform) for Negotiation Skills, Enhancing Emotional Intelligence, Leading and Working in Teams, Strategic Project Risk Management, Internal Interviewing, and HR Foundations.

Recruitment Unit filled 11 positions in the month of December. There are 39 recruitments that are in the final stages, which includes hiring recommendations being made. Twenty-five new staffing requisitions were received, resulting in recruitment for 161 positions. 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.

HR Core Business: Provide Excellent Human Resources Services

Objective #1: Administer all HR services with efficiency and a focus on customer service excellence, consistency, and flexibility.

The Business Support Team planned, organized, and coordinated a “Preparing Healthy Meals and Dining Out” wellness webinar. The live webcast, held on December 18, 2024, was hosted by Kaiser Permanente. The webinar invited employees to learn practical tips, identify healthier options, and discover the health benefits of making the healthy choice the easy choice. Employees were invited to create a realistic action plan that will help employees take positive steps toward healthful eating at home and on the go.

Date of Report: 01/07/2025

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HR Metrics	June 2024	December 2024	Prior Month November 2024
Headcount			
Regular Employees	1,810	1,829	1,827
Temporary Employees	52	38	34
Interns	2	1	2
Recurrents	17	15	15
Annuitants	23	21	21

	December 2024	November 2024
Number of Recruitments in Progress (Includes Temps and Intern positions)	161	147
Number of New Staffing Requisitions	25	19
	December 2024	November 2024
Number of Job Audit Requests in Progress	21	21
Number of Completed/Closed Job Audits	0	0
Number of New Job Audit Requests	0	14

Transactions Current Month and Fiscal YTD (includes current month)			
	FY 23/24 Totals	December 2024	FISCAL YTD
External Hires			
Regular Employees	105	5	51
Temporary Employees	61	3	16
Interns	3	0	3
Internal Promotions	80	3	40
Management Requested Promotions	172	8	58
Retirements/Separations (regular employees)	71	3	34
Employee-Requested Transfers	14	2	8

Departures

Last	First Name	Classification	Eff Date	Reason	Group
St John-Warner	Jeannie	Admin Analyst	11/2/2024	Retirement - Service	ENGINEERING SERVICES GROUP

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Holm	Jonathan	O&M Tech IV	10/17/2024	Other	INTEGRATED OPS PLAN&SUPPT SRVC
Purkiss	Nathan	Prgm Mgr- CmtyRlts Delta/PV	7/26/2024	Other	EXTERNAL AFFAIRS