



Office of Safety, Security, and Protection

• OSSP Monthly Activities for December 2025

Summary

This monthly report provides a summary of OSSP activities for December 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 Management
 - Emergency Management

Purpose

Informational

Attachments

Attachment 1: Detailed Report – OSSP Monthly Activities for December 2025

Office of Safety, Security & Protection

Monthly Activities Report for December 2025

Improve the Workplace and Promote START Values

Strengthen safety training

Safety, Regulatory, and Training

SRT Health and Safety Programs

To promote further safety awareness, the team distributed four new Safety Talks: (1) Loss and Grief, (2) Proper Workplace Hygiene, (3) Restricting Unauthorized Access to Worksites, and (4) Safety Review Requests.

Additionally, the team distributed two new resources: (1) Union Station Headquarters Emergency Action Plan Quick Guide, providing information on how to respond to different workplace emergencies; and (2) Safety Forum Rundown, a new communication that highlights key suggestions from the Safety Forum.

MWD Safety Talk TB173 – Loss and Grief  Loss can occur suddenly, and grief is not always visible to others — yet it can be deeply painful for those experiencing it. It's also the depth of grief and the duration of a diagnosis of a life-threatening illness, a divorce, or the loss of a loved one that can impact our well-being. At Metropolitan, we are committed to supporting our employees through these difficult times. Grief is the reaction we have in response to loss, and it can affect us in lots of ways: <ul style="list-style-type: none">Physical – changes in sleep or appetite, upset stomach, low energy, crying, or having trouble relaxing or concentrating.Mental – difficulty in hormone-making decisions, frequent thoughts of happy or sad memories, worry about what will happen next, or regret.Emotional – strong feelings of sadness, anger, and denial that can come and go.Behavioral – avoidance of situations that remind us of the deceased, grief disorder is described by the National Institute on Aging, for when mourning can go on for so long or be so distressing that it becomes unhealthy and can develop into a serious mental condition. Strategies to manage grief and how to reach out for assistance: <ul style="list-style-type: none">Take care of yourself – eat healthy food, exercise regularly, meditate, and get enough sleep.Avoid situations that mean anxiety or sadness which can impair your natural coping mechanisms.Participate in your favorite activities or listen to uplifting music – this helps improve your overall mood and energy.Talk to your loved ones and friends – let family and friends know when you want to talk.Find a support group or mental health professional for additional support and guidance.Metropolitan offers a variety of resources to support employees including Employee Assistance Healthcare.MWD offers benefits such as counseling sessions, a digital emotional wellbeing program, suicide prevention, wellbeing coaching and a multi-faceted employee wellness program.Talk to your manager or Human Resources if work accommodations are needed.Grieving takes time – it is common to have a roller coaster of emotions for a while. Lean on others when you need help. Where possible, provide assistance when others need it from you. 	MWD Safety Talk TB175 – Proper Workplace Hygiene  Metropolitan's food, cleaning, and other works areas are considered industrial environments, and therefore have varying amounts of dirt, dust, grease, grime, etc. on their surfaces. Employees working on equipment or structures that are cleaning, rubbing against, or in contact with any industrial surfaces can anticipate their clothing getting dirty. The following safe work practices help prevent personal clothing from getting dirty and carrying dust/dirt to other areas, such as break rooms and office spaces: <ul style="list-style-type: none">Wear PPE such as Tyvek coveralls, safety glasses, gloves, and boots to protect skin and eyes and keep clothing clean. This also should be done before entering clean areas, such as break areas, break areas, etc.HEPA vacuums to remove excess dust/dirt from clothing before entering a vehicle or other clean areas.Wash hands and other skin areas before eating, drinking, or leaving the work zone.Use hygienic tools that are specifically formulated to remove dirt, dust, and other messes. This can be used on skin (such as hands), PPE, and other surfaces.Wipe down PPE, tools, equipment, and vehicles regularly to prevent contaminates beyond the work zone.        	MWD Safety Talk TB176 – Restricting Unauthorized Access to Worksites  Ensuring a safe worksite begins with establishing a perimeter and demarcating the work zone. Depending on the complexity and nature of the job, the appropriate types of barriers, signage, and PPE requirements need to be in place to restrict unauthorized access for employee and public protection. Reminders: <ul style="list-style-type: none">During project planning, determine the type of perimeter, PPE, and signage to be used at the worksite.Review job site access changes and adjustments need to be made, managers, leads, or their designees should reassess the site to ensure all controls remain appropriate.Be firm. Inform employees that they must have proper training, PPE, and guidance from a qualified staff assigned to familiar with the worksite for them to be authorized for entry.       	MWD Safety Talk TB177 – Safety Review Requests (SRR)                 Process for Safety Review Requests (SRR) <ol style="list-style-type: none">From the Incident Response System, click down to "Safety Committee" and select "Safety Review Requests".Once the "Safety Review Requests" screen is open, click the "New" button to begin a new request. The following fields must be completed:<ul style="list-style-type: none">Request Type: Select the type of request (e.g., local safety committee request, EMS Field Specialists to understand the request, conduct necessary research, and take appropriate actions, and other).Request Description: Provide a detailed description of the request.Requestor: Select the individual or committee who is requesting the review.Request Date: Select the date the request was submitted.Request Status: Select the status of the request (e.g., Pending, In Progress, Completed).Click "Next Step" to continue the process. The "Approve" drop-down will be selected by default.Add any additional requestees who should receive a copy of the E-Form to the "CC" field.Click "Submit" to complete the request. If the request is anonymous, the E-Form must be printed and mailed via interoffice to the appropriate local Safety Committee. <p>SRRs should not be used for reporting injuries or illnesses. Call the Incident Reporting (IR) Hotline at (213) 271-7718.</p> <p>Review Process After Submission<ol style="list-style-type: none">The selected Safety Committee will receive an E-Form with review instructions for the new SRR. The Safety Committee and chair of the SRR, the Safety Committee Manager, or SRR may provide and expedite action before the next formal meeting.For each request, the Safety Committee Manager or SRR, an acknowledgement email will be sent to the Requestor. SRR generally performs the "Steward" role and it is formally assigned as the next Safety Committee meeting.When the Steward receives the final resolution of the SRR, the Safety Committee will verify the committee action and then formally notify the Requestor via email.When the Steward checks off the status of submitted SRR by visiting the SRR Dashboard or by clicking the "New" safety committee or EMS Field Specialists.<p>NOTICE: LMS<ul style="list-style-type: none">• SRR Process Flowchart• Safety Committee and SRR• SRR Dashboard</p></p>
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New Safety Talks

EMERGENCY ACTION PLAN QUICK GUIDE  IMPORTANT NUMBERS Police, Fire, and all life-threatening emergencies: 911 Headquarters Security Control Room: (213) 271-7676 You are located in the following building: 200 North Figueroa Street, Los Angeles, CA 90012 Floor: 20th Floor, Room: Workstation                                                         <img alt="

Office of Safety, Security & Protection

SRT Environmental Programs

Staff completed the 5-year Process Hazard Analysis for Jensen's chlorine operations in compliance with multiple regulations. This comprehensive study systematically identified and evaluated potential hazards associated with regulated substances such as chlorine.

In preparation for future nitrification flushing activities, staff proactively obtained a Flood Control Permit coverage between July and September 2026 to support anticipated operational needs.

Lastly, staff provided critical support for the Copper Basin Sodium Hypochlorite tank repair project by reviewing the coatings materials to ensure regulatory compliance and developing an Environmental, Health, and Safety plan to guide safe work practices during internal tank cleaning and coating operations.



Copper Basin Sodium Hypochlorite Tank Repair Project

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Improve the Workplace and Promote START Values

Expand security capabilities

Security Management

The Security and Emergency Management Unit continues to advance one of its core objectives: modernizing Metropolitan's aging security and surveillance systems to ensure they meet current industry best practices and the expectations of federal regulatory agencies. Much of the District's existing security infrastructure was installed decades ago and no longer aligns with the performance, resiliency, or cybersecurity standards required to safeguard critical water systems.

To support this modernization effort, Security has engaged independent subject matter experts to conduct a comprehensive evaluation of our electronic security systems across the enterprise. Their work will help us prioritize upgrades, address vulnerabilities, and ensure Metropolitan remains compliant with evolving federal guidance, including standards promoted by CISA, EPA, NERC, and AWWA. This assessment will also help strengthen our readiness posture and improve the reliability of the systems we depend on for situational awareness and emergency response.

In parallel, Security is making significant strides toward integrating advanced technologies into Metropolitan's protective framework. One major focus area is drone detection, as unmanned aircraft systems continue to emerge as a growing threat to critical infrastructure nationwide. Metropolitan has now procured the equipment needed to launch a key pilot program in this space. Installation is scheduled to begin shortly, marking a major milestone in our long-term plan to detect, assess, and mitigate aerial threats to our facilities.

Together, these efforts represent a meaningful shift toward a more modern, resilient, and forward-leaning security posture that aligns with the operational needs and expectations of a 21st-century water utility.

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Emergency Management

On November 19, Emergency Management staff attended the opening ceremony for a new HeliPod installed at the Palos Verdes Reservoir. This facility will allow Los Angeles County Fire Department helicopters and other agencies to quickly load water from a Metropolitan connection and return to the firefight within minutes.

This project was a joint effort between the City of Rolling Hills Estates, West Basin Municipal Water District, Los Angeles County Fire Department, and Metropolitan, and will offer local firefighters another valuable tool to fight wildfires.



New HeliPod at Palos Verdes Reservoir

Emergency Management staff supported staff from Metropolitan's Facilities Services, Security Management, External Affairs, and executive management by activating the Headquarters Incident Command Post (ICP) to support a special event in the Metropolitan Boardroom on November 24.

The event included numerous local and national government elected officials and special guests. Approximately 200 visitors associated with the event were processed through security screening by staff and the security contractor. The Headquarters ICP provided an area for Metropolitan staff and executives to monitor the situation and provide a central command post in case of emergency.



Staff at Metropolitan Headquarters Incident Command Post