

# The Metropolitan Water District of Southern California

# Agenda

The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

## **CWC Committee**

T. McCoy, Chair  
G. Cordero, Vice Chair  
B. Dennstedt  
S. Faessel  
L. Fong-Sakai  
G. Gray, Emeritus  
M. Luna  
J. McMillan  
T. Phan  
M. Ramos  
K. Seckel

## **Community and Workplace Culture Committee**

Meeting with Board of Directors \*

**October 13, 2025**

**1:00 p.m.**

## **Monday, October 13, 2025 Meeting Schedule**

**08:30 a.m. EOT  
10:45 a.m. LEG  
12:30 p.m. Break  
01:00 p.m. CWC  
02:30 p.m. OWA**

**Written public comments received by 3:00 p.m. the business day before the meeting is scheduled will be posted under the Submitted Items and Responses tab available here:**  
**<https://mwdh2o.legistar.com/Legislation.aspx>.**

**The listen-only phone line is available at 1-877-853-5257; enter meeting ID: 862 4397 5848.**

**Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via teleconference and in-person. To provide public comment by teleconference dial 1-833-548-0276 and enter meeting ID: 815 2066 4276 or to join by computer [click here](#).**

**Disclaimer: Written and oral public comments are received in compliance with the Ralph M. Brown Act. Please note that Metropolitan does not endorse or ensure the accuracy or reliability of the information provided as public comment or by third parties.**

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**MWD Headquarters Building • 700 N. Alameda Street • Los Angeles, CA 90012**

**Teleconference Locations:**

**Cedars-Sinai Imaging Medical Group • 8700 Beverly Boulevard, Suite M 313 • Los Angeles, CA 90048**

**Conference Room • 1545 Victory Boulevard, 2nd Floor • Glendale, CA 91201**

**1005 South Cardiff Street • Anaheim, CA 92806**

**3008 W. 82nd Place • Inglewood, CA 90305**

**Santa Ana City Hall • 20 Civic Center Plaza, 8th Floor • Santa Ana, CA 92701**

**Peters Ridge • 2136 Spyglass Trail West • Oxnard, CA 93036**

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\* The Metropolitan Water District's meeting of this Committee is noticed as a joint committee meeting with the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to this Committee may participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the committee as advisory to the Board, members of the Board who are not assigned to this Committee will not vote on matters before this Committee.

**1. Opportunity for members of the public to address the committee on matters within the committee's jurisdiction (As required by Gov. Code Section 54954.3(a))**

**\*\* CONSENT CALENDAR \*\***

**2. COMMITTEE ACTION (ONLY)**

- A. Approval of the Minutes of the Community and Workplace Culture Committee for September 8, 2025 [21-5085](#)

**Attachments:** [10132025 CWC 2A \(09082025\) Minutes](#)

**3. COMMITTEE ITEMS (FOR BOARD CONSIDERATION)**

NONE

**\*\* END OF CONSENT CALENDAR \*\***

**4. COMMITTEE ITEMS (ACTION FOR BOARD CONSIDERATION)**

- 8-4** Amend the Administrative Code to grant authority to the Ethics Officer to conduct ethics-related reviews of policies, procedures, and practices for the purpose of making recommendations that help foster an ethical culture and prevent ethics violations in support of SB 60; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. [REVISED SUBJECT 9/30/2025] [21-5065](#)

**5. COMMITTEE ITEMS (INFORMATIONAL FOR BOARD CONSIDERATION)**

NONE

**6. COMMITTEE ITEMS (INFORMATIONAL)**

- a. Ethics Education - Political Activities [21-5096](#)

**Attachments:** [10132025 CWC 6a Presentation](#)

- b. Ethics Quarterly Statistical Report [21-5097](#)

**Attachments:** [10132025 CWC 6b Presentation](#)

- c. Business Outreach & Community Engagement Annual Report FY 2024-2025 [21-5098](#)

**Attachments:** [10132025 CWC 6c Presentation](#)

- d. Equal Employment Opportunity Quarterly Statistical Report [21-5099](#)

**Attachments:** [10132025 CWC 6d Presentation](#)

## 7. MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS

- a. Ethics Officer's report on monthly activities [21-5086](#)

- b. Diversity, Equity, and Inclusion activities [21-5087](#)

**Attachments:** [10132025 CWC 7b Diversity, Equity, and Inclusion Activities](#)

- c. Equal Employment Opportunity activities [21-5088](#)

**Attachments:** [10142025 CWC 7c Equal Employment Opportunity Activities](#)

## 8. FOLLOW-UP ITEMS

NONE

## 9. FUTURE AGENDA ITEMS

## 10. ADJOURNMENT

NOTE: This committee reviews items and makes a recommendation for final action to the full Board of Directors. Final action will be taken by the Board of Directors. Committee agendas may be obtained on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>. This committee will not take any final action that is binding on the Board, even when a quorum of the Board is present.

Writings relating to open session agenda items distributed to Directors less than 72 hours prior to a regular meeting are available for public inspection at Metropolitan's Headquarters Building and on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>.

Requests for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Board Executive Secretary in advance of the meeting to ensure availability of the requested service or accommodation.

# THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

## MINUTES

### COMMUNITY AND WORKPLACE CULTURE COMMITTEE

**September 8, 2025**

Chair McCoy called the meeting to order at 10:30 am

Members present: Directors Cordero, Dennstedt, Faessel, Fong-Sakai, Gray (entered after roll call), McCoy, McMillan, and Seckel

Members absent: Directors Luna, Phan, and Ramos

Other Board Members present: Directors Ackerman, Camacho, Erdman, Fellow, Jay, Katz, Miller, Ortega, and Shepherd Romey

Committee Staff present: Aguirre, Beatty, Berbeo, Kasaine, Rubin, Thomas, and Wisdom

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

<b>Name</b>	<b>Affiliation</b>	<b>Item</b>
Alan Shanahan	AFSCME	7-1 deferred item

#### **CONSENT CALENDAR ITEMS — ACTION**

#### **2. CONSENT CALENDAR OTHER ITEMS – ACTION**

- A. Subject: Approval of the Minutes of the Community and Workplace Culture Committee for August 18, 2025.

#### **3. COMMITTEE ITEMS (FOR BOARD CONSIDERATION)**

- 7-1 Amend the Administrative Code to grant authority to the Ethics Officer to conduct systemic ethics-related reviews for the purpose of making recommendations that help foster an ethical culture and prevent ethics violations in support of SB 60. [DEFERRED on 9/3/2025]

Director Faessel made a motion, seconded by Director Dennstedt, to approve the consent calendar for item 2A.

The vote was:

Ayes: Directors Cordero, Dennstedt, Faessel, Fong-Sakai, McCoy, McMillan, and Seckel

Noes: None

Abstentions: None

Absent: Directors Gray, Luna, Phan, and Ramos

The motion for item 2A passed by a vote of 7 ayes, 0 noes, 0 abstentions, and 4 absent.

#### **END OF CONSENT CALENDAR ITEMS**

#### **4. COMMITTEE ITEMS (ACTION FOR BOARD CONSIDERATION)**

None

#### **5. COMMITTEE ITEMS (INFORMATIONAL FOR BOARD CONSIDERATION)**

None

Director Gray entered the meeting.

#### **6. COMMITTEE ITEMS**

a. Subject: Ethics Education – Lobbying

Presented by: Hiroshi Ishikawa, Principal Administrative Analyst

Mr. Ishikawa presented a comprehensive overview of Metropolitan’s lobbying rules per Administrative Code sections 7200-7220.

The following Directors provided comments or asked questions:

1. Ortega
2. Jay
3. Faessel
4. Seckel
5. Cordero

Staff responded to the Directors’ questions and comments.

- b.      Subject:            Annual Workforce Demographics Analytics Report  
                 Presented by:   Brenda Martinez, Workforce Development Manager

Ms. Martinez presented the DEI Office’s annual workforce demographics analytics report. The presentation provided demographic snapshots based on gender, race/ethnicity, military/veteran status, disability status, and age as of June 30, 2025, and comparisons of fiscal years 2023/24 and 2024/25. The data informs Workforce Development’s outreach and engagement focus, strategy, and initiatives. Ms. Martinez explained that Metropolitan will continue to meet legal requirements for outreach, identify areas of opportunity, expand partnerships, increase a qualified pipeline of talent, and build a workplace culture rooted in Metropolitan SMART values.

The following Directors provided comments or asked questions:

1. Faessel
2. Seckel

Staff responded to the Directors’ questions and comments.

## **7.      MANAGEMENT ANNOUNCEMENTS AND HIGHLIGHTS**

- a.            Subject:                    Ethics Officer's report on monthly activities  
                 Presented by:        Dominic Berbeo, Interim Assistant Ethics Officer

Mr. Berbeo provided an update on the Ethics Office’s recent activities, highlighting the opening of four new investigations in August, one involving misuse of authority and three related to improper disclosure of confidential information. He also reported that the office received eight new complaints during the month, bringing the total number of active ethics cases to fourteen.

- b.            Subject:                    Diversity, Equity, and Inclusion activities  
                 Presented by:            Liji Thomas, DEI Officer

Ms. Thomas reported on the team’s ongoing outreach efforts, including job fairs, career events, and community partnerships, aimed at strengthening workforce development initiatives. She also highlighted findings from the UC Davis Water Management report, which revealed significant representation gaps in the water sector.

The following Directors provided comments or asked questions:

1. Ortega
2. McCoy

c. Subject: Equal Employment Opportunity Activities

EEO activities report is available online.

## **8. FOLLOW-UP ITEMS**

Bring back lobbying rules to the Committee for further discussion and feedback.

## **9. FUTURE AGENDA ITEMS**

None

## **10. ADJOURNMENT**

The meeting adjourned at 11:22 am

Tana McCoy  
Chair



Community and Workplace Culture Committee

# Ethics Education: Political Activities

Item 6a

October 13, 2025



## Item 6a

### Subject

Ethics Education: Political Activities

### Purpose

To briefly review with the Committee Metropolitan's rules on political activities (Administrative Code Section 7123).

## Political Activities

## Background

Limited restrictions on the political activities of Metropolitan officials help maintain the public trust and ensure that Metropolitan remains non-partisan and non-political in its service to the public.

Political activities:

- Activities supporting or opposing any partisan political candidate, party, committee, etc.
- Examples: Soliciting or accepting political campaign contributions, creating and distributing political communications, etc.

# Summary of Rules on Political Activities

The following are prohibited at Metropolitan:

- Soliciting/receiving political contributions at a Metropolitan facility or property.
- Using Metropolitan's seal, letterhead, or other indicator of Metropolitan's identity in a solicitation for political contributions.
- Using Metropolitan assets, property, equipment, staff, vehicles, or other resources for political activities.

Additional rules for employees:

- Engaging in political activities during work hours is prohibited.
- Employees must disclose their election to public office to Ethics Officer and General Manager.

## Related State Laws

- California Government Code section 84308 (Levine Act) (also incorporated into Metropolitan's Administrative Code)
- California Government Code section 8314(a)
- Pending Senate Bill

# Key Tips and Takeaways

- Political activities of Metropolitan officials are not prohibited; some limits are placed on time, place, and manner.
- Separate political activities from official government position and duties.
- Rules help ensure that Metropolitan remains non-partisan and non-political in its service to the public.
- Metropolitan resources, identity, property, and staff time may not be used for personal or political purposes.
- Political contributions may not be solicited or made on Metropolitan property or in Metropolitan buildings/facilities.
- Contact the Ethics Office for advice on specific situations.



# Questions?







Community and Workplace Culture Committee

# Ethics Quarterly Statistical Report

Item 6b

October 13, 2025



## Item 6-b

### Subject

Ethics Quarterly Statistical Report

### Purpose

Informational update

Jul – Sep 2025

## Education Program

### Web-based, On-Demand Ethics Trainings:

- New Employee Ethics Introduction – 54 Employees
- Safety-Related Retaliation – 70 Employees

### Live Ethics Trainings:

- Government Ethics 101 – 121 Employees (Skinner, Jensen, Mills facilities)
- Ethics Overviews at New Employee Orientations – 62 New Employees (7 sessions)

### CWC Committee Ethics Education (3 sessions)

### Quarterly Ethics Newsletter

Jul – Sep 2025

# 78 Total Advice Matters



Some advice requests include more than one category.

# Compliance Program

Jul – Sep 2025

- Form 700s
  - 50 Form 700s filed
  - 131 Filer assistance matters
- AB 1234
  - 106 Training certificates filed

## 18 Complaints Received

Jul – Sep 2025



**18 Ethics Complaints\***

\* Some Ethics complaints also contained non-Ethics allegations referred to other departments.

Jul – Sep 2025

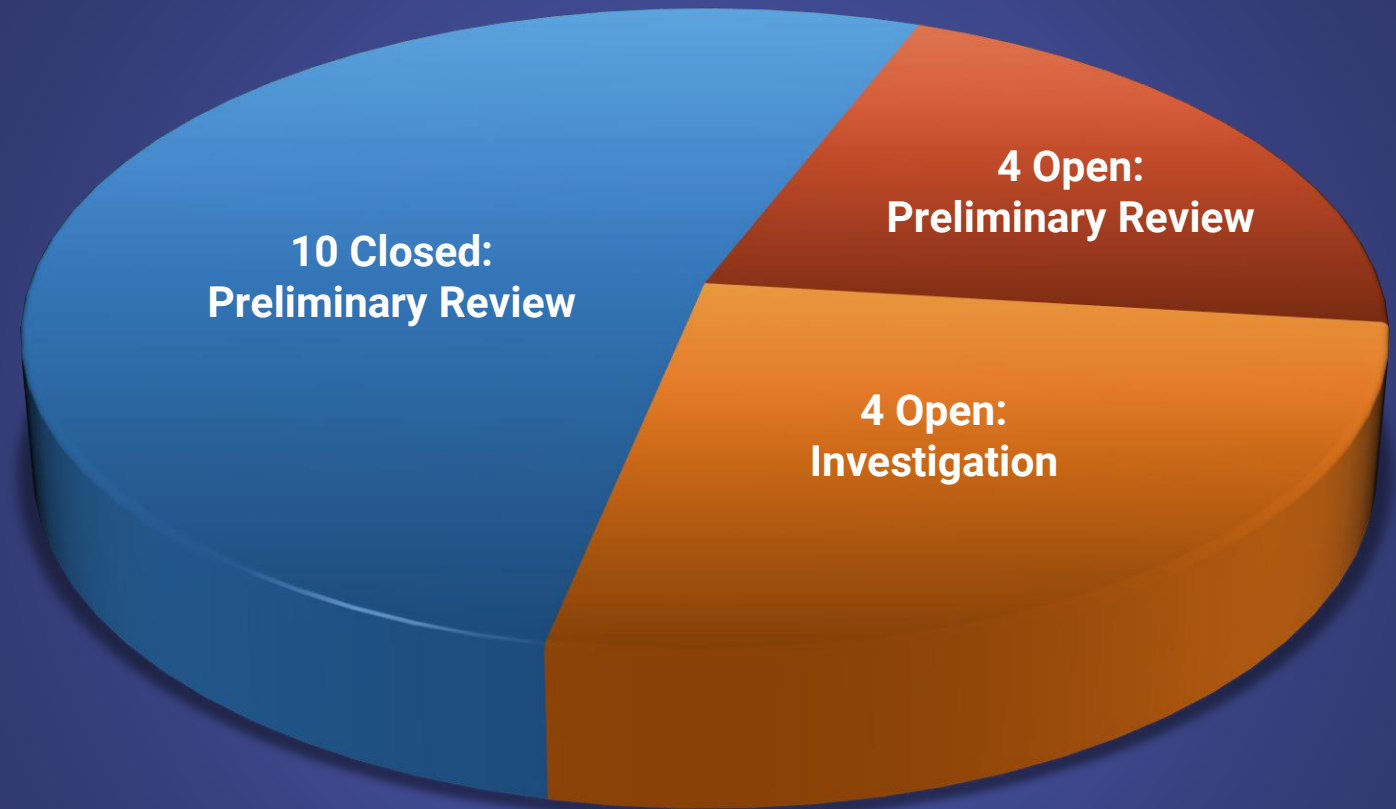
## Types of 18 Ethics Complaints



Some complaints include more than one category.

# Status of 18 Ethics Complaints

Jul – Sep 2025









Community and Workplace Culture Committee

# Business Outreach & Community Engagement Annual Report FY 2024-2025

Item 6c

October 13, 2025

## Introduction Slide

### Subject

Business Outreach &  
Community Engagement Annual  
Report FY 2024-2025

### Purpose

Annual overview of Business Outreach  
activities and Small Business  
Utilization Program

# Core Objectives



# Community Engagement

## Metworks 2024

- Orange County - October 2024 (in person)
- Member Agency CIP Overview & Participation
  - City of **Anaheim**
  - City of **Fullerton**
  - City of **Los Angeles**
  - **San Diego** County Water Authority
  - **West Basin** Municipal Water District
- Project Labor Agreement Support Team



# Community Engagement

## Metworks 2024

- 500 Attendees
- Strong support from Member Agencies, other public agencies & resource partners



October 2024



# Metworks Bench

## Vendor Development Strategies

- Mentor - Protégé Program
- Curated **connections** between large “prime” & small firms



# Vendor Development Strategies

## Contractor Academy

- Four part in-person training series
- Topics include bonding, labor compliance & Project Labor Agreement





# Vendor Development Strategies

Metropolitan represented on the **Procurement & Communications** Sub-Committees

## Equity in Infrastructure Pledge

### What's Next



Validate and compile contracting **best practices** that create opportunities for small businesses and first-time primes.



Host **sub-committees** to source resources & develop strategy for deputies and CEOs.

- Procurement process improvements (inc. model language & templates)
- Messaging & communications
- Capacity building & finance



Begin **coaching sessions** with select agencies to make progress on a key contracting goal.

### Procurement for Prosperity Playbook

*Written for and by  
Equity in Infrastructure  
Project signatories*



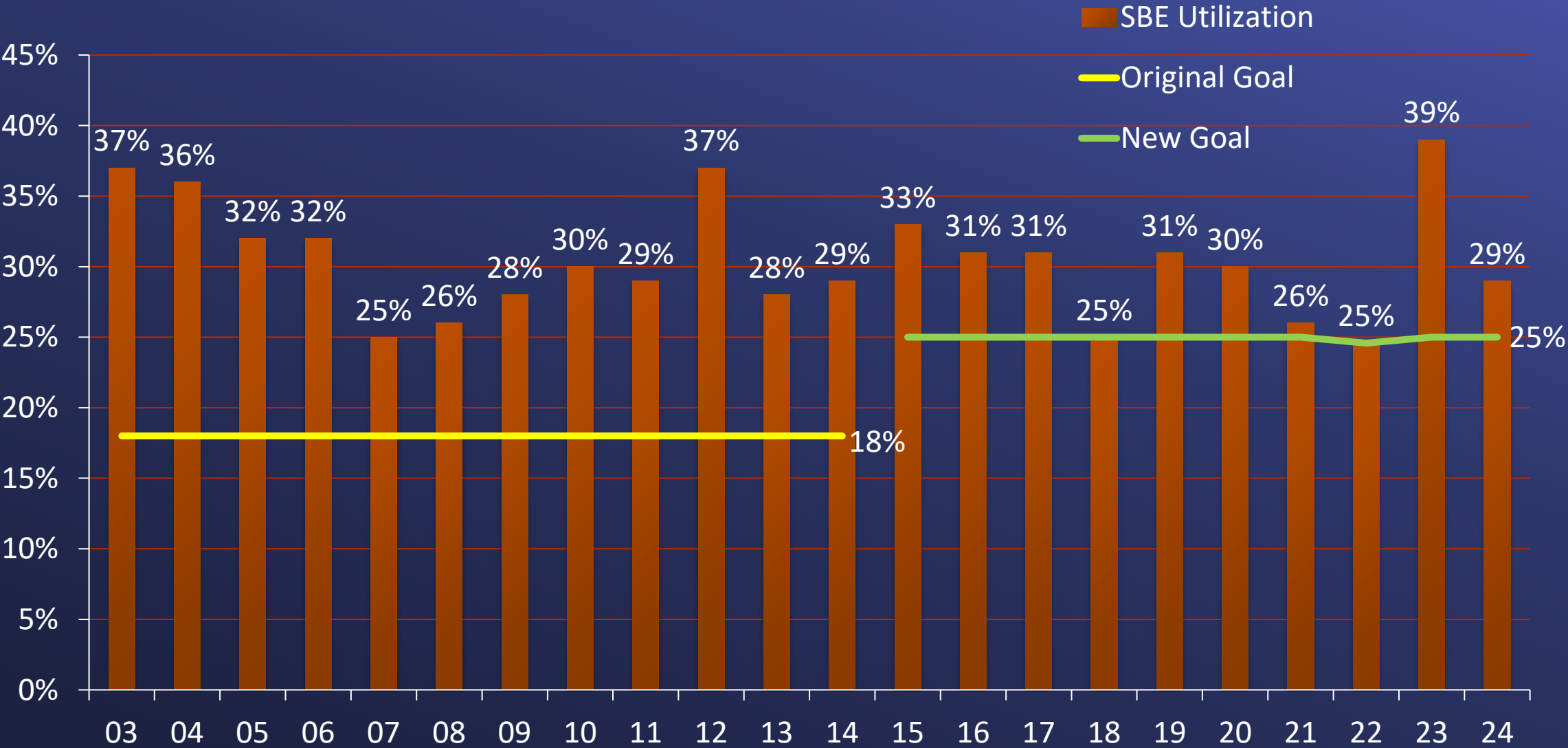
## Contract Awards

Board Adopted Goal  
SBE Utilization: 25%

# Small & Disabled Veteran-Owned Businesses

- Total Contract Dollars Awarded in FY 2024-25
  - SBEs – \$87 million (29%)
    - DVBEs - \$8 million award

# Total SBE Utilization







Community and Workplace Culture Committee

# EEO Quarterly Statistical Report

Item 6d

October 13, 2025



THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

Item # 6d  
EEO Quarterly  
Statistical  
Report

Subject

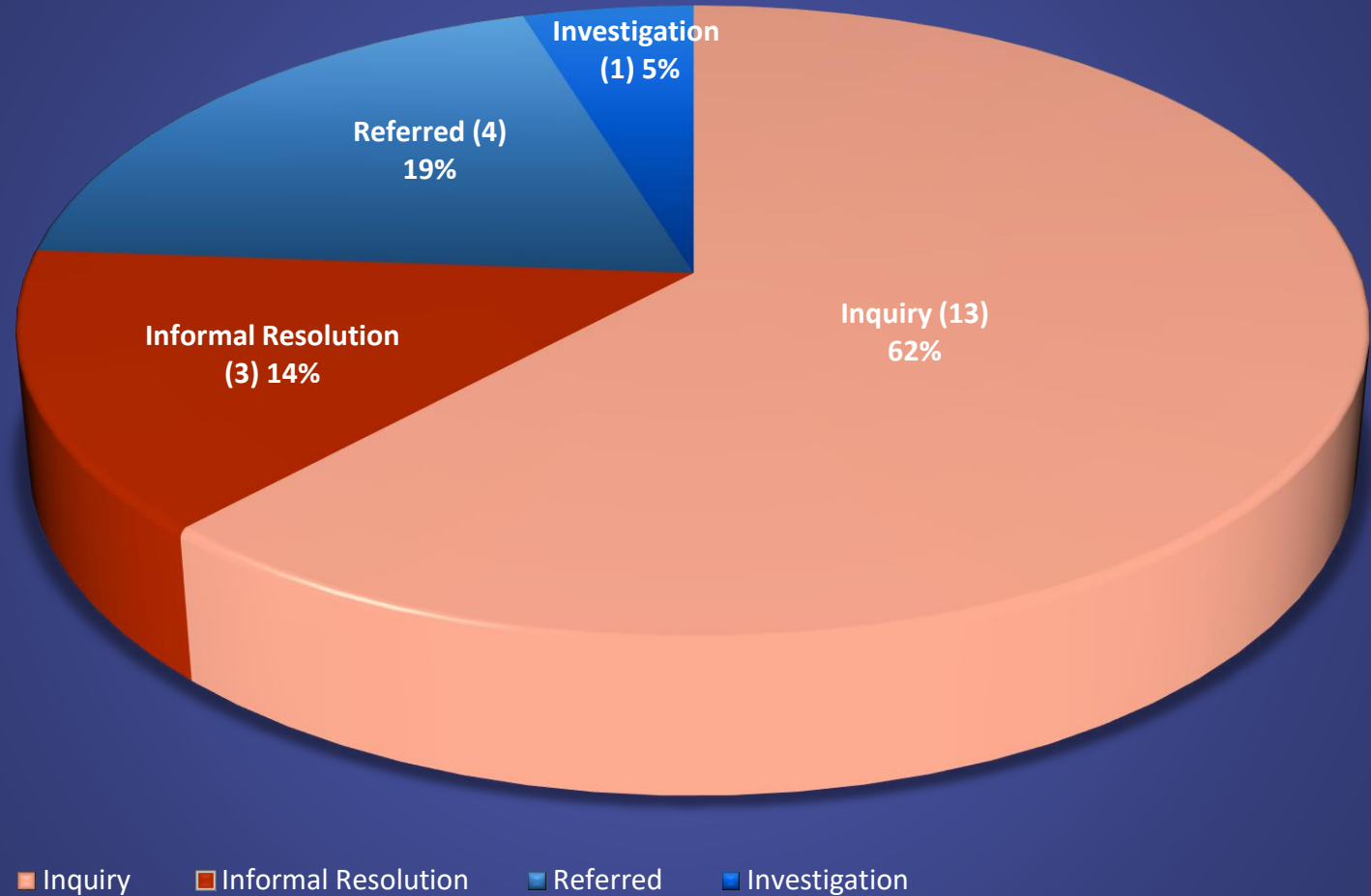
EEO Quarterly Statistical Report

Purpose

Informational update.

July - Sept  
2025

# Total Complaints Received

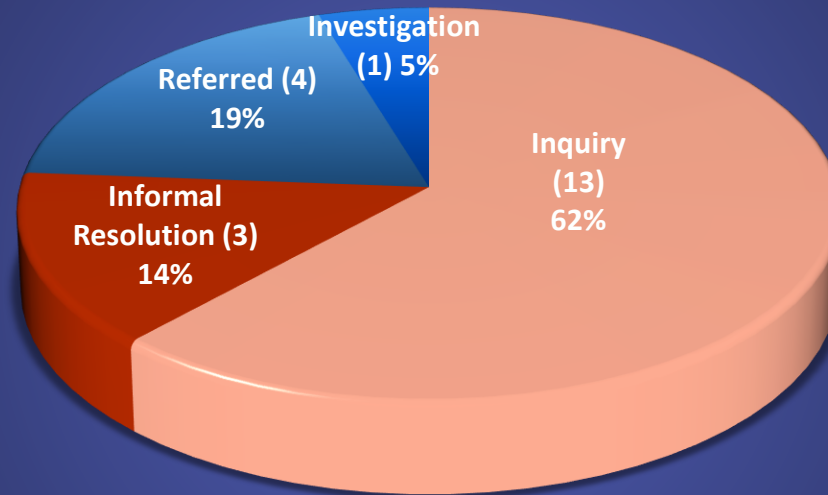


**Total = 21**

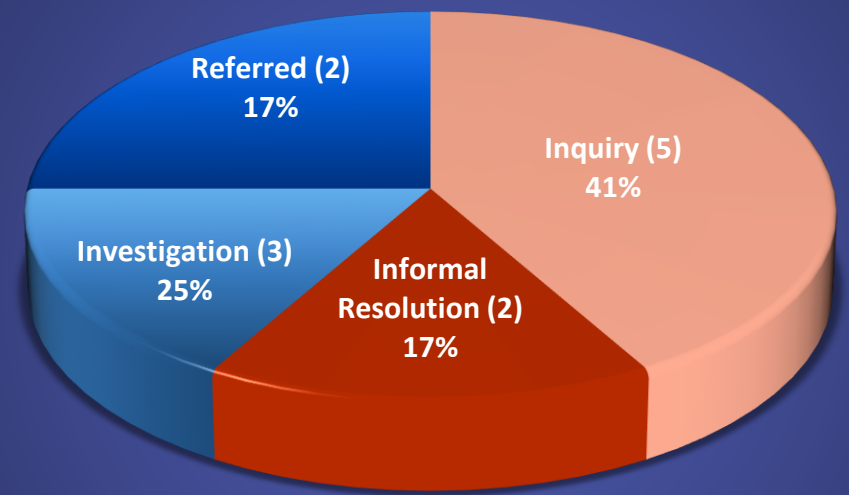


# Complaints Comparison by Quarter

July – Sept 2025 Total = 21



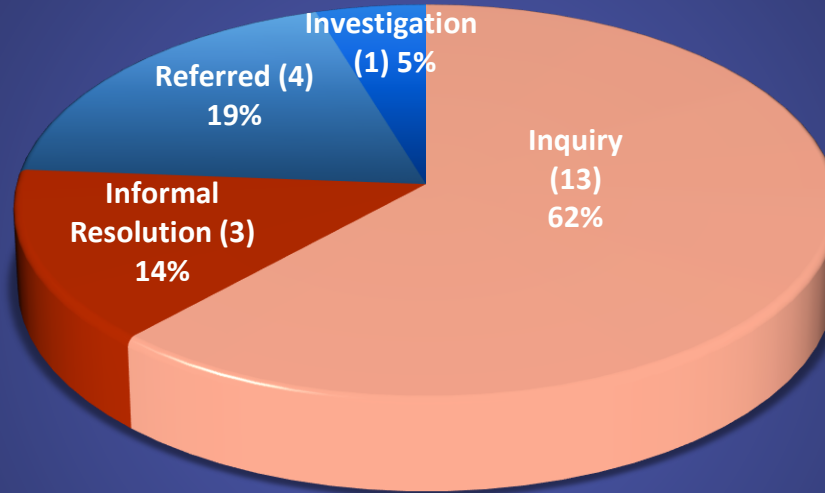
Apr. – Jun. 2025 Total = 12



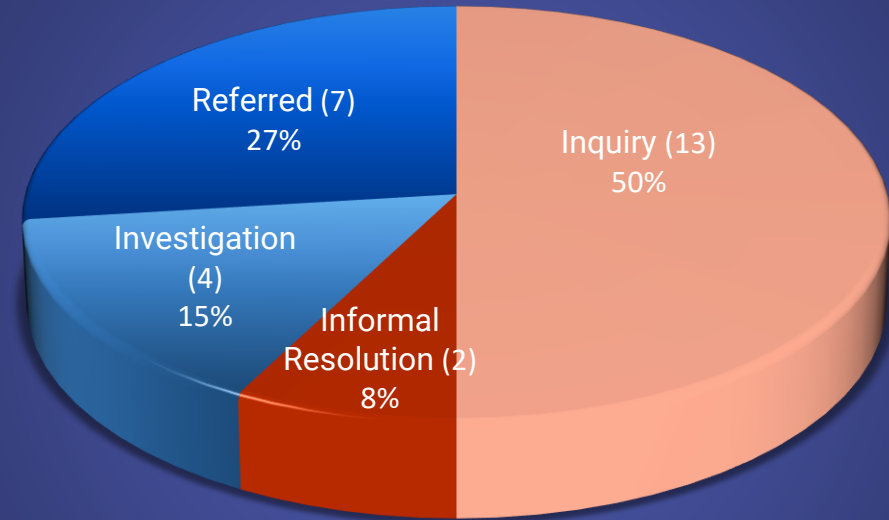
July – Sept  
2025

# Complaints Comparison by Fiscal Year

July – Sept 2025 Total = 21



July – Sept 2024 Total = 26

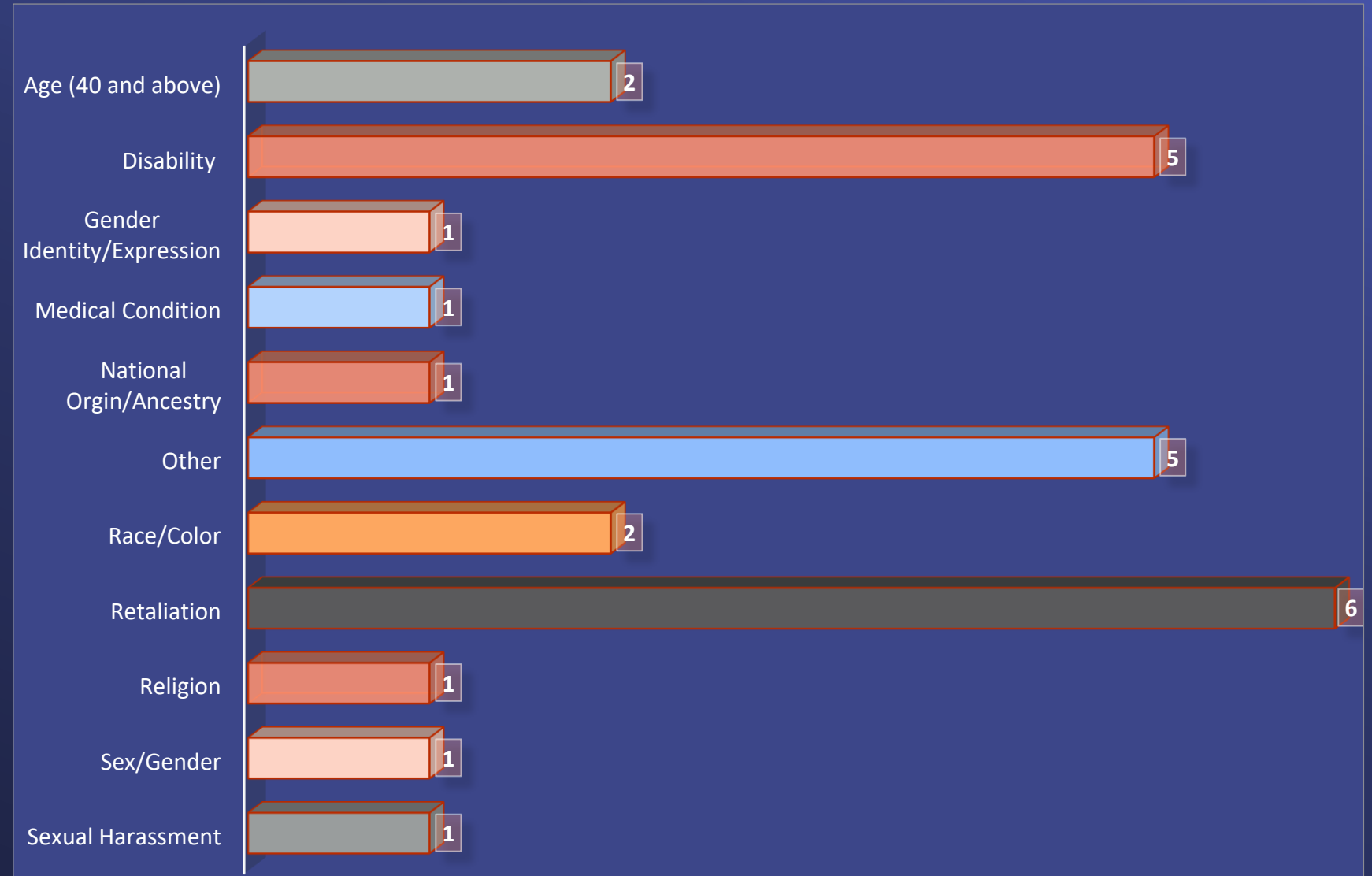


July – Sept.  
2025



July – Sept  
2025

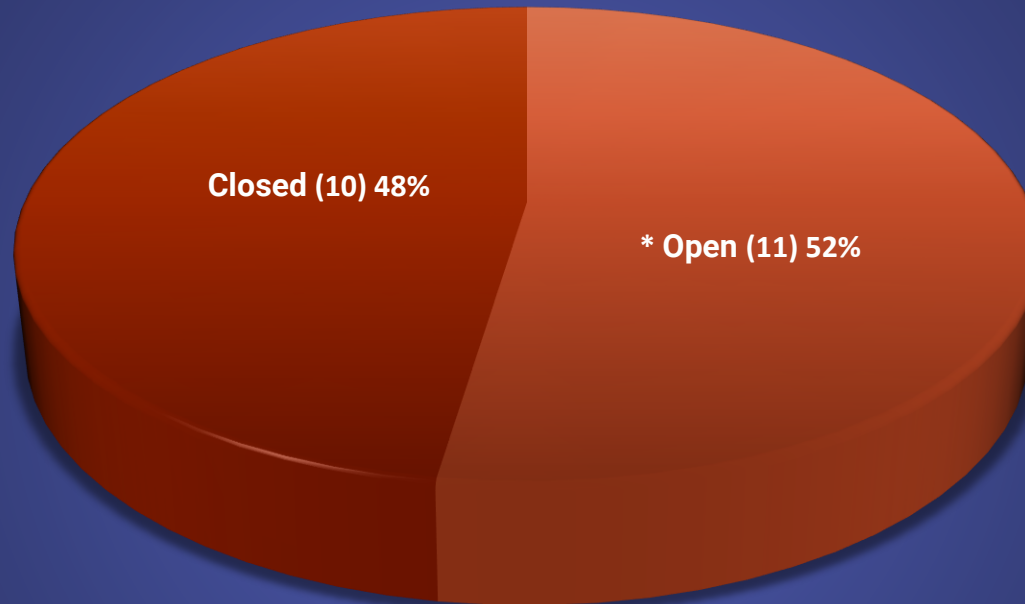
# Quarterly Basis of Complaints



Total = 26

# Complaints Open and Closed

July – Sept  
2025



Case Closure  
Rate: 75  
business days

\* 9 Complaints under assessment; 2 Complaints under Investigation/Informal Resolution

July – Sept  
2025

Questions?





THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

# Board Report

## Office of Diversity, Equity, and Inclusion

- **DEI Activities Report**

### Summary

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This report provides a summary of the Office of Diversity, Equity, and Inclusion group activities for September 2025

### Purpose

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Informational

### Attachments

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Attachment 1 – Office of Diversity, Equity, and Inclusion group activities for September 2025

# Office of Diversity, Equity, and Inclusion

## Business Outreach Activities

In September 2025, Metropolitan advanced its business outreach and supplier diversity initiatives through several key events. On September 18, staff supported the Small Business Diversity Network's PROCON 2025, a national conference focused on expanding opportunities for underserved small businesses, including minority, women, veteran, LGBT, and disabled-owned enterprises. The event featured highlights such as procurement opportunities, matchmaking and networking sessions, and workshops on navigating procurement processes for government and corporate contracts. That same day, staff attended the Asian Business Association of Los Angeles' 49th Annual IMPACT Awards Gala, which recognized the achievements of Asian American business leaders. September 18 also marked the continuation of the Contractor Academy, a four-part training series delivered in partnership with regional agencies and organizations, designed to prepare small business contractors to successfully compete for and perform sustainable public works projects within Metropolitan's service area.

Business outreach efforts continued the following week. On September 23, staff participated in the Asian Business Association – Inland Empire's Small Business Development Day, one of the organization's signature events, featuring expert-led sessions on marketing, legal, tax, human resources, leadership, and government contracting. On September 25, Metropolitan hosted a small business workshop with the Lake Havasu and Parker Chambers of Commerce, where local buyers from Gene Camp met directly with businesses to discuss contracting opportunities. That same day also marked the third session of the Contractor Academy, continuing training for small business contractors to strengthen their capacity to compete on sustainable public works projects.

## Workforce Development Activities

In September 2025, Metropolitan advanced its workforce development initiatives through a series of community and career-focused engagements. On September 4, staff partnered with Palo Verde Community College to help inform surrounding communities about upcoming job opportunities at Hinds and Eagle Mountain. On September 17, staff participated in the American Academy of Environmental Engineering & Scientists' Virtual Fall Career Networking Fair, connecting with students about careers in water. Staff will also represent Metropolitan at the Valley-Wide Employment Desert Job Expo to expand awareness of employment opportunities in the desert region. On September 18, Metropolitan hosted the K-16 Collaborative: Computer Science & Engineering Strategic Session in La Verne, bringing together community organizations and educational institutions to discuss California Jobs First, along with a site tour to further support regional workforce development efforts.

Additional outreach was conducted later in the month. On September 22, staff returned to Palo Verde Community College to meet directly with community members regarding upcoming positions at Eagle Mountain and Hinds. On September 24, Metropolitan sponsored the Colorado River Indian Tribes (CRIT) NatiVisions Film Festival, supporting CRIT and surrounding communities while promoting careers in water. On September 25, staff hosted the CRIT Education Networking Meeting at Gene Camp, followed by a tour of Copper Basin and the Whitsett Pumping Plant. This event brought together CRIT members, community organizations, and regional educational institutions to collaborate on workforce development challenges and learn about water career pathways. That same day, staff provided a facility tour of Copper Basin and Whitsett for members of the CRIT Education Networking Committee, including regional community colleges and education partners.



## Equal Employment Opportunity Group

### • **Equal Employment Opportunity Activity Report – Supporting the General Manager’s Business Plan (September 2025)**

#### Summary

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This report summarizes the Equal Employment Opportunity activities for September 2025, aligned with the General Manager’s business plan.

#### Purpose

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Informational

#### Detailed Report

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To assist with addressing employee concerns regarding promotional opportunities, the Equal Employment Opportunity (EEO) Office participated as neutral observers on interview panels for one recruitment this month, in which 8 candidates were interviewed. EEO’s role on the panels ensure there is consistency across the recruitment and selection process, including that interview scores are supported by the responses, and that no irrelevant factors outside of a candidate’s knowledge, skills and abilities influence scores. Additionally, EEO’s participation as an observer in the recruitment and selection process for select recruitments may help reduce the perception of bias, and allows employee concerns to be addressed along the way to reduce the potential of future EEO complaints.

This month, EEO participated in one Hiring Strategy Meeting as part of Metropolitan’s commitment to equal employment opportunity in the recruitment and selection process. The purpose of a Hiring Strategy Meeting is for EEO to meet with Human Resources Recruitment staff and the Hiring Manager prior to posting any position that is underutilized or has been flagged by EEO requiring EEO’s oversight. Discussion topics include, but are not limited to: the requirements for the position and ensuring that only requirements and criteria that are relevant to the position and justified by “business necessity” are included; the efforts undertaken to enhance outreach efforts when the position to be filled is in a job group identified as having underutilization; and the list of recruitment sources to be used, ensuring the source list demonstrates good faith efforts to attract qualified women, people of color, protected veterans, and individuals with disabilities.

Lastly, as part of the EEO Office’s commitment to transparency in the EEO process, the following complaint data for September 1, 2025 –September 22, 2025, is included in this report:

