



THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

# Board Report

## Board of Directors

### • Human Resources Activities Report

#### Summary

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This report provides a summary of the Human Resources group activities for January and February 2025.

#### Purpose

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Informational

#### Detailed Report

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## Human Resources

### HR Priorities

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

The Organizational Development & Training facilitated a Team Building for Weymouth's Laboratory Services Unit. Twenty-six employees were in attendance for training on Resilience Building, Stress Management, and Positivity in the Workplace. OD&T Unit were also in the Sacramento office for a Communication Skills training. In addition, 580 employees attended virtual and in-person trainings on topics ranging from E-Mail Etiquette, Excel Dashboards, Microsoft Project, OneNote, Advanced PowerPoint, Advanced SharePoint, Excel Formulas & Functions, and Cybersecurity Awareness. LinkedIn Learning, MWD's e-learning platform, was accessed for topics like HR Comp & Benefits, Windows 11 Troubleshooting, and Construction Safety.

Recruitment Unit filled 20 positions in the month of February. There are 53 recruitments that are in the final stages which includes hiring recommendations being made. Seventeen new staffing requisitions were received resulting in 167 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.

### 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 "Taking Care of Your Heart" wellness webinar. The live webcast was held on February 5, 2025, and hosted by Kaiser Permanente. The webinar provided employees with the opportunity to learn about heart disease and identify associated risk factors. The Mediterranean and plant-based meal plans were highlighted in relationship with keeping a healthy heart.

Date of Report: March 11, 2025

## Board Report Human Resources Activities Report

Employees were invited to create a realistic heart-healthy action plan, using their personal strengths to keep a heart healthy life.

HR Metrics	June 2024	February 2025	Prior Month January 2024
<b>Headcount</b>			
Regular Employees	1,810	1,800	1,831
Temporary Employees	52	35	36
Interns	2	1	1
Recurrents	17	14	15
Annuitants	23	18	21

	February 2025	January 2025
<b>Number of Recruitments in Progress</b> (Includes Temps and Intern positions)	167	170
<b>Number of New Staffing Requisitions</b>	17	29
	February 2025	January 2025
<b>Number of Job Audit Requests in Progress</b>	15	20
<b>Number of Completed/Closed Job Audits</b>	6	1
<b>Number of New Job Audit Requests</b>	1	0

Transactions Current Month and Fiscal YTD (includes current month)			
External Hires	FY 23/24 Totals	February 2025	FISCAL YTD
Regular Employees	105	7	67
Temporary Employees	61	5	26
Interns	3	0	3
<b>Internal Promotions</b>	<b>80</b>	<b>8</b>	<b>52</b>
<b>Management Requested Promotions</b>	<b>172</b>	<b>20</b>	<b>95</b>
<b>Retirements/Separations (regular employees)</b>	<b>71</b>	<b>34</b>	<b>75</b>
<b>Employee-Requested Transfers</b>	<b>14</b>	<b>0</b>	<b>10</b>

## Board Report Human Resources Activities Report

### Departures

Last	First Name	Classification	Eff Date	Reason	Group
Arabshahi	Jalil	Prgm Mgr-Engineering	12/31/2024	Retirement – Service	ENGINEERING SERVICES GROUP
Armitage	Nathan	O&M Tech IV	1/1/2025	Resignation	CONVEYANCE&DISTRIBUTION GROUP
Ballard	David	O&M Tech IV	12/31/2024	Retirement - Service	CONVEYANCE&DISTRIBUTION GROUP
Becker	Andrew	O&M Tech IV	1/3/2025	Retirement - Service	CONVEYANCE&DISTRIBUTION GROUP
Boucher	Barbara	Real Estate Representative II	12/31/2024	Retirement - Service	ENGINEERING SERVICES GROUP
Brok	Alec	Pr Engineer	12/28/2024	Retirement - Service	INTEGRATED OPS PLAN&SUPPT SRVC
Castro	Arturo	Pr Auditor	12/26/2024	Retirement - Service	OFFICE OF THE GENERAL AUDITOR
Chapman	David	Wtr Treatment Plant Specialist	12/27/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Collins	Alison	Pr Resource Specialist	1/17/2025	Resignation	BAY DELTA INITIATIVES
Durbin	Harrison	Engineer	1/9/2025	Resignation	ENGINEERING SERVICES GROUP
Dymally	Edgar	Sr Environmental Specialist	12/31/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Egan	Joseph	O&M Tech IV	12/31/2024	Retirement - Service	INTEGRATED OPS PLAN&SUPPT SRVC
Escalera	Gilbert	Instrumnt&Cntl Tech III	12/31/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Fandialan	Edgar	Pr Engineer	1/9/2025	Retirement - Service	WATER RESOURCE MANAGEMENT GRP
Garcia	Yolanda	Engineering Tech III	12/26/2024	Retirement - Service	INTEGRATED OPS PLAN&SUPPT SRVC
Gudino	Victor	O&M Tech IV	12/31/2024	Retirement - Service	INTEGRATED OPS PLAN&SUPPT SRVC
Guo	Yingbo	Team Mgr-Chemistry	12/28/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP

## Board Report Human Resources Activities Report

Hathaway	Douglas	Prgrm Mgr-Engineering	12/28/2024	Retirement - Service	ENGINEERING SERVICES GROUP
Hines	Steven	Pr Government& Region AffRep(C)	1/11/2025	Retirement - Service	EXTERNAL AFFAIRS
Hutcherson	Timothy	Team Manager IV	12/28/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Jarrad-McCray	Lucy	Team Mgr-WSO Business Mgmt	12/31/2024	Retirement - Service	INTEGRATED OPS PLAN&SUPPT SRVC
Kaufman	Carol	Pr Environmental Spec	12/31/2024	Retirement - Service	OFF OF SAFETY,SECURITY&PROTECT
Labisi	Bo	Unit Mgr-Laboratory Services	12/31/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Le	Nghia	Sr IT Enterprise App Analyst	12/31/2024	Retirement - Service	INFORMATION TECHNOLOGY GROUP
Lopez	Hector	Wtr Trtment Plant Operator III	12/31/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Muir	Robert	Section Mgr-Media Services	1/4/2025	Retirement - Service	EXTERNAL AFFAIRS
Mustoe	Gordon	Sr Engineering Technician	1/17/2025	Retirement - Service	INTEGRATED OPS PLAN&SUPPT SRVC
Robertson	Aaron	Sr IT Software Developer	12/28/2024	Retirement - Service	INFORMATION TECHNOLOGY GROUP
Roldan	Leoncio	Pr Auditor	12/31/2024	Retirement - Service	OFFICE OF THE GENERAL AUDITOR
Ryan	Thomas	Resource Specialist	12/31/2024	Retirement - Service	WATER RESOURCE MANAGEMENT GRP
Safely	Jack	Unit Mgr-Imported Supply	12/31/2024	Retirement - Service	WATER RESOURCE MANAGEMENT GRP
Shriver	Steve	Team Manager VI	12/26/2024	Retirement - Service	TREATMENT&WATER QUALITY GROUP
Smith	Mark	O&M Tech IV	12/31/2024	Retirement - Service	CONVEYANCE&DISTRIBUTION GROUP

Board Report Human Resources Activities Report

Wheeler	Marguerite	Board Executive Officer	1/11/2025	Retirement - Service	OFFICE OF THE GENERAL MANAGER
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