THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Board Report

Human Resources Group

- **Human Resources Activities Report**

Summary

This report provides a summary of the Human Resources Group monthly activities for September 2026.

Purpose

Informational

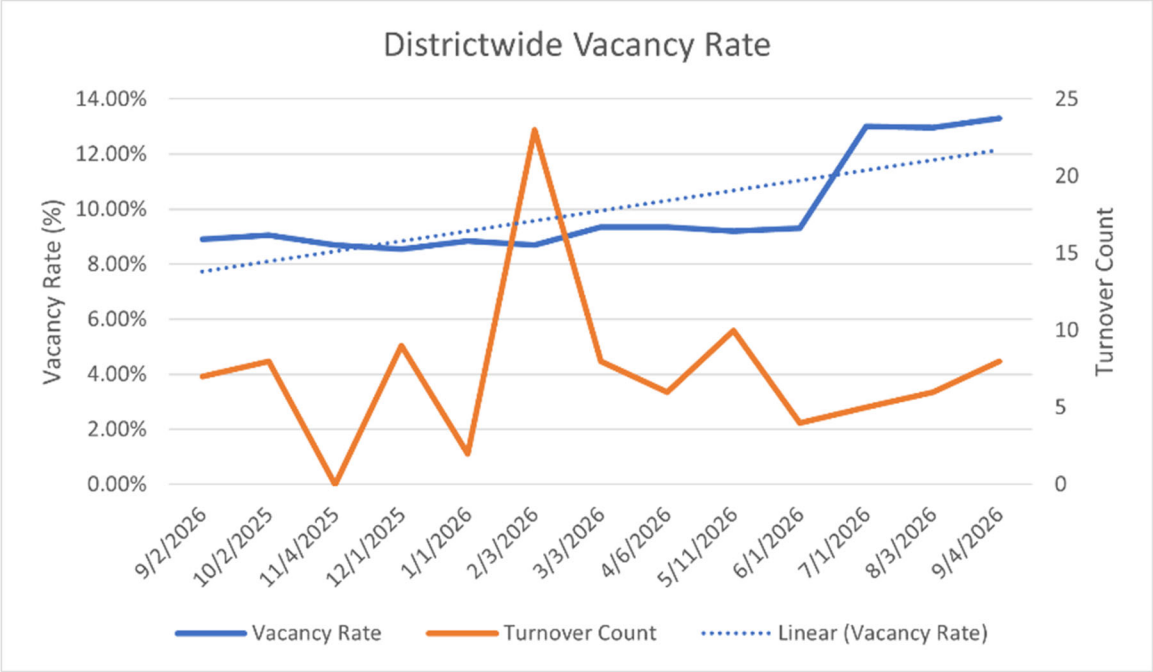
Detailed Report

GM Business Plan

Accelerate recruitments to reduce the vacancy rate.

The Human Resources Group's goal to improve the workplace includes accelerating recruitment to reduce Metropolitan's vacancy rate*. As of September 4, 2026, the District's vacancy rate is at 13.30 percent, an increase from 12.96 percent the previous month. During budget development for fiscal years 2027/28 and 2028/29, the Board approved 79 new PCNs, effective July 1, 2026. The sharp increase in the vacancy rate reflects the addition of the 79 vacant PCNs and a new total of 2,045 budgeted positions. Recruitments in their final stages increased significantly from August (21) to September (47), reflecting the significant progress of the recruitment team and the upcoming positive impact on the vacancy rate once these employees are onboarded. The Recruitment Unit has begun the process of filling the positions. A monthly recruitment status report continues to be shared with Group Managers.

Date of Report: [10/13/2026]



*Vacancy Rate is the percentage of unfilled positions within the District out of the total number of positions.
**Turnover Count is the count of employees who separated from the District. Separations include retirements, voluntary and involuntary separations, and deaths.
***Total Budgeted Positions as of July 1, 2026, is 2,053.5. 8.5 FTEs were approved for the recurrent positions as of August 2025. The recurrent positions are excluded from the vacancy rate calculation.

Use annual assessments to inform workplace improvement strategies.

The District continues to use the annual workplace survey to inform workplace improvement strategies. The survey reflects employees' perspectives on their work, their team, leadership, and the organization, helping the District understand what is working well and where improvements are needed. The 2026 annual workplace assessment launched on August 11, 2026, and the last day to provide feedback was September 14, 2026. Quantum Workplace will summarize the collected responses, and results and progress information will be uploaded to the IntraMet.

HR Priorities

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

In September, the Organizational Development and Training Unit (OD&T) announced the upcoming Fall Employee Inspection Trips and began gauging employee interest in trips scheduled in November and December for F.E. Weymouth Water Treatment Plant, Grace F. Napolitano Pure Water Innovation Center, Diamond Valley Lake and the Santa Rosa Plateau Ecological Reserve.

OD&T also continued preparations for the return of New Employee Orientation as a full-day, in-person experience beginning on October 12, 2026. The team is coordinating program content and logistics to support a welcoming and comprehensive onboarding experience for new employees.

Additionally, OD&T coordinated a DiSC training session through an external vendor, Praxis Group, for the Water Operations and Planning Section. The session supported team development by providing participants with greater insight into communication styles and opportunities to strengthen workplace collaboration.

HR Core Business: Provide Excellent Human Resources Services

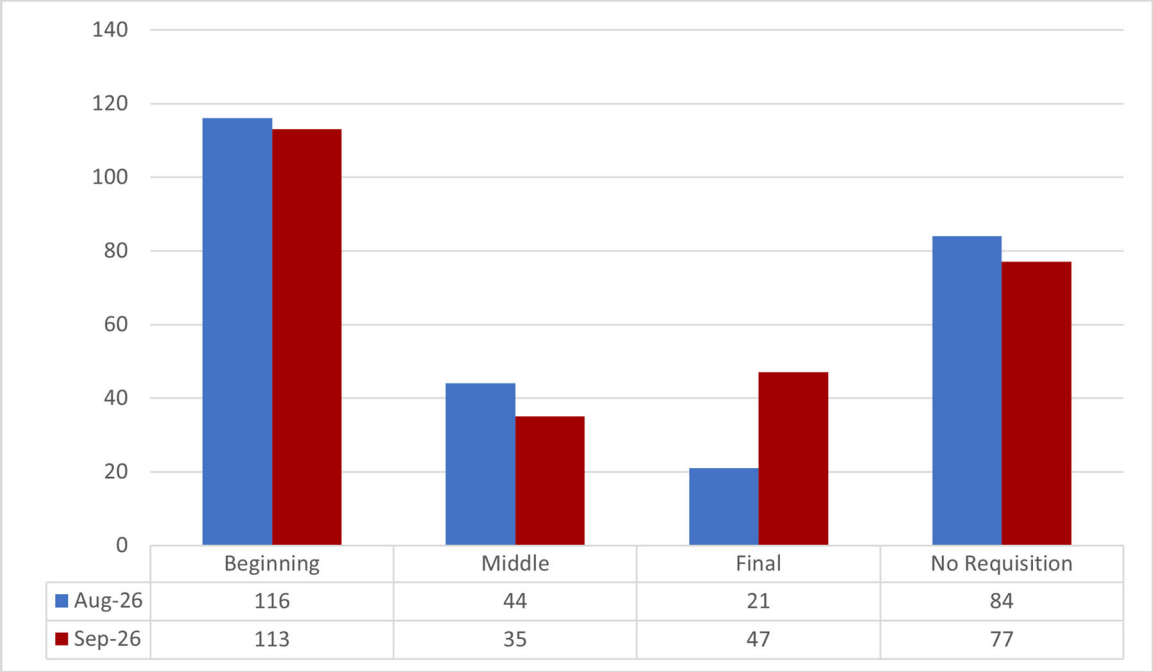
Administer all HR services with efficiency and a focus on customer service excellence, consistency, and flexibility.

The Business Support Team successfully planned and coordinated a wellness webinar, held live on September 19, 2026, in partnership with Kaiser Permanente. *Emotional Well-Being* focused on emotions and stress. During the session, employees learned strategies to help them tune into their emotions and identify self-care practices for managing mood and stress in a positive way. Employees were invited to create a realistic action plan by using their personal strengths to improve their emotional well-being. Last month's webinar, *Strength Train at Your Desk,* held on August 19, 2026, attracted 70 registered participants across both the live session and on-demand viewings. The event required two hours of staff time for preparation and hosting.

Human Resources Metrics

Group	Vacancy Count	Vacancy %
BAY DELTA INITIATIVES	0	0.00%
BOARD OF DIRECTORS	2	22.22%
CONVEYANCE&DISTRIBUTION GROUP	58	19.93%
DIVERSITY, EQUITY & INCLUSION	1	8.33%
ENGINEERING SERVICES GROUP	33	8.44%
EQUAL EMPLOYMENT OPPORTUNITY	0	0.00%
EXTERNAL AFFAIRS	3	4.84%
FINANCE AND ADMINISTRATION	9	7.14%
GENERAL COUNSEL	4	10.53%
HUMAN RESOURCES GROUP	10	19.23%
INFORMATION TECHNOLOGY GROUP	12	8.89%
INTEGRATED OPS PLAN & SUPPT SRVC	42	15.44%
OFF OF SAFETY, SECURITY&PROTECT	13	17.57%
OFFICE OF ETHICS	3	37.50%
OFFICE OF THE GENERAL AUDITOR	3	21.43%
OFFICE OF THE GENERAL MANAGER	3	13.04%
SUSTAINABILTY, RESILIENCE & INNOV	8	17.39%
TREATMENT&WATER QUALITY GROUP	56	14.07%
WATER RESOURCE MANAGEMENT GROUP	12	17.65%
Grand Total	**272**	**13.30%**

Current Recruitment Stages Status (9/4/2026)



Personnel Snapshot

	September 2026	Prior Month August 2026
Headcount		
Regular Employees	1,852	1,841
Temporary Employees	66	66
Interns	6	6
Recurrent	2	12
Annuitants	18	19

Transactions Current Month and Fiscal YTD (includes current month)			
External Hires	**FY 25/26 Totals**	**September 2026**	**FISCAL YTD**
Regular Employees	130	14	27
Temporary Employees	66	5	12
Interns	8	0	3
Internal Promotions	70	8	15
Management Requested Promotions	126	16	52
Retirements/Separations (regular employees)	98	13	29
Employee-Requested Transfers	22	4	14

*Retirements/Separations data input by entry date into PeopleSoft.