



Update on Status of Recommendations from Independent Review of Workplace Concerns

Organization, Personnel and Technology Committee

Item 6a

October 11, 2021

Organization, Personnel and Technology Committee

Presentation at September Meeting

General Manager

- 19 Best Practice recommendations referred to GM for further consideration
- 5 Items to be referred to EEO Officer
- 2 DE&I Officer recommendations are referred to the GM/DE&I Council for consideration and implementation

Legal and Ethics or Legal and General Manager Departments

- 5 Items requiring analysis and policy changes referred to the Legal and Ethics Departments OR Legal and General Manager Departments

Joint Labor-Management Advisory Committee

- 9 Items requiring in-depth analysis and adaption of policies or procedures referred to Joint Labor-Management Advisory Committee for analysis and recommendation to the GM

Board of Directors

- 7 Items that pertain to Board specific actions referred to the Board Chair for further action

Recommendations Referred to the General Manager

#	Recommendation	Action	Status
3	Continue promoting and hiring individuals for management positions who demonstrate emotional intelligence and the commitment to creating and maintaining a positive and respectful work environment.	Addressed	Metropolitan provides a wide variety of learning and professional development programs, which include content relating to emotional intelligence and creating and maintaining a positive respectful work environment. In addition to a catalog of classes focused on specific topics, Metropolitan offers a Leadership Academy for employees interested in moving into management positions, Metropolitan Management University for all newly appointed managers, Water System Operations specialization management training, and is currently developing ongoing training for all existing managers.
5	Require District Leadership to visit field locations on a regular basis and facilitate town-hall-like events.	Addressed	Executive Management has been and will continue to visit field sites. General Manager hosts monthly meetings for all employees.



Recommendations Referred to the General Manager

#	Recommendation	Action	Status
10	Require written, position-specific training/advancement plans for all employees.	Addressed	Metropolitan offers a variety of courses online and provides a reimbursement for educational and professional development.
11	Continue Management Forums	Addressed	Executive Management Forum held October 5. Group Manager meetings hosted by HR monthly.
15	Create 3 EEO Investigator positions	Addressed	Two positions identified in current budget and are currently in recruitment. Any other positions will be presented by EEO Officer as part of biennial budget.
32	Ensure that participation on the DE&I Council is voluntary.	Addressed	Current practice and will continue.
33	Release time for DE&I Council Members	Addressed	Current practice and will continue.

Recommendations Referred to the General Manager

#	Recommendation	Action	Status
39	Provide monthly and annual reports to the OP&T Committee that include quantitative data regarding EEO Issues.	Addressed	Staff will continue to provide reports to OP&T Committee on an annual basis, or as needed.
46	Designate a committee and allocate funds for the District to implement the recommendations detailed in this Report.	Already budgeted	General Manager established a Joint Labor-Management Advisory Committee.

Recommendations Referred to the General Manager

#	Recommendation	Action	Status
4	Hold managers accountable for modeling professional and respectful behavior and demanding the same of their teams.	In Progress	Addressed through ongoing training and will be reiterated with release of updated policies.
7	Require managers to follow and enforce District policies and procedures.	In Progress	Policies are being reviewed and updated.
9	Evaluate the performance of managers and compensate them based on their ability to drive positive interactions on their team, hold employees accountable, demonstrate an appropriate "tone at the top," and further the District's DE&I initiatives.	In Progress	Reviewing and adapting policies and procedures.

Recommendations Referred to the General Manager

#	Recommendation	Action	Status
12	Create additional positions in the Training Unit and Employee Relations to ensure both areas are properly staffed and resourced.	In Progress	Being evaluated during biennial budget.
13	Provide training to relevant HR personnel (Laws/Regs/Best Practices)	In Progress	Reviewing current training schedule to ensure that it meets the goals of the District.
17	Implement a hotline program to allow for anonymous reporting of EEO Issues.	In Progress	Under review.

Recommendations Referred to the General Manager

#	Recommendation	Action	Status
29	Create a DE&I Manager position to be filled by an individual with prior DE&I experience to create a DE&I Office, lead the DE&I Council, and guide Council members and District Leadership to identify and implement best practices.	In Progress	DE&I Officer position in recruitment.
30	Take steps to further develop the DE&I Council.	In Progress	Holding expert speaker series beginning in October (ongoing). Once DE&I Officer is hired, program development will be presented to Board as part of budget process.
31	Only permit Executive Management to attend DE&I Council meetings when invited by the Council.	In Progress	DE&I Officer will serve as liaison and other Executives/Managers attend as needed.

Recommendations Referred to the General Manager

#	Recommendation	Action	Status
34	Include the DE&I Council in the implementation of the recommendations in this Report as appropriate.	In Progress	DE&I Council will review Joint Labor-Management Committee recommendations as completed.

Recommendations Referred to the Legal and Ethics Departments

General Manager and Legal Departments

#	Recommendation	Action	Status
28	Consider eliminating confidentiality/non-disclosure provisions in settlement agreements with employees who will remain employed with the District after the investigation is completed.	In Progress	Under review.

Legal and Ethics Departments

#	Recommendation	Action	Status
2	Implement a policy to address abusive conduct, even if not EEO-related.	In Progress	Legal is reviewing current policies which apply to abusive conduct as well as new state law covering abusive conduct.
19	Create a process for investigating and resolving complaints against department heads and Directors.	In Progress	Under review.

Recommendations Referred to the Board of Directors

#	Recommendation	Action	Status
14	Elevate the EEO Office to an independent department and eliminate Legal's direct involvement in most investigations.	Completed	Board directed EEO Officer to report to GM (8/17/2021). EEO Officer is currently being recruited.
40	Require the District to obtain education and employment verifications for external candidates selected through the recruitment process for employment with the District.	Report to the Board annually or as needed	Current practice and will continue.
41	Continue to evaluate the District's recruiting policies and procedures, including for the Apprenticeship program, and recommend adjustments as appropriate.	Report to the Board annually or as needed	Current practice and will continue.

Recommendations Referred to the Board of Directors

#	Recommendation	Action	Status
42	Continue carefully and thoroughly to evaluate information provided by District Leadership that provides insight into patterns of EEO Issues.	Report to the Board annually or as needed	Current practice and will continue.
43	Encourage management transparency by providing appropriate support and resources to resolve EEO Issues.	Report to the Board annually or as needed	Current practice and will continue.
44	Continue to be mindful of the Board's role related to EEO Issues and the District's day-to-day operations.	Ongoing	Received DE&I training at Board retreat and Chair working on a draft DE&I Mission Statement for consideration.
45	Require Directors to model professionalism and respectful behavior at all times, and reinforce these expectations on a regular basis.	Ongoing	Board discussed at retreat held September 29-30. Chair will bring Principles of Governance to the Board for consideration.

Summary

	Referred	Addressed/ Completed	In Progress	Pending	Notes
General Manager	26	9	10	7	7 recommendations pending review after appointment of EEO Officer
General Manager and Legal Departments	1	-	1	-	
Legal and Ethics Departments	4	-	2	2	
Joint Labor-Management Advisory Committee	9	-	-	9	
Board	7	7	-	-	
Total	47	16	13	18	

