

Approved Minutes

Personnel Committee Meeting
Courtyard by Marriott
Creekside Board Room
301 Creekside Ridge Court
Roseville, CA 95678
(916) 772-3404

August 29, 2017

MEMBERS PRESENT

Chairman: E.G. "Jerry" Gladbach, Castaic Lake Water Agency
Vice-chair: Thomas Cuquet, South Sutter Water District
Melody A. McDonald, San Bernardino Valley Water Conservation District
W.D. "Bill" Knutson, Yuima Municipal Water District

STAFF PRESENT

Chief Executive Officer/Secretary: Walter "Andy" Sells
Patricia Slaven, Director of Administration

OTHERS IN ATTENDANCE

David Drake, Rincon del Diablo Municipal Water District
Brent Hastey, Yuba County Water Agency, ACWA Vice President
David T. Hodgin, Scotts Valley Water District
J. Bruce Rupp, Humboldt Bay Municipal Water District
Kathleen Tiegs, Cucamonga Valley Water District

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chairman Gladbach called the meeting to order at 10:00 a.m.

PUBLIC COMMENT

As the agenda stated, members of the public would be allowed to address the Personnel Committee on any agenda item prior to the Committee's decision on that item. Comments on any issues on the agenda, or not on the agenda, were also welcomed. No comments were brought forward.

APPROVAL OF MINUTES

Chairman Gladbach called for approval of the minutes of the July 20, 2017 meeting.

M/S/C (Cuquet/Knutson) (Cuquet-Yes; Knutson-Yes; McDonald-Yes; Gladbach-Yes): That the Personnel Committee approve the minutes of the July 20, 2017 meeting, as presented.

STAFFING STATUS AND ACTIVITIES

Ms. Slaven reported on the events and staffing status that have transpired since the last Personnel Committee meeting on July 20, 2017. The report included one employee on maternity leave, the final management training session, and staff webinars. Ms. Slaven also reported on the Regional Human Resource meetings that have taken place in the last month.

NEW PAY SCHEDULE

The CalPERS Office of Audit Services (OAS) requires a Pay Schedule to be pre-approved by the JPIA governing body, which is the Executive Committee, and then posted for the public to view.

Ms. Slaven presented and reviewed the new Pay Schedule where salary ranges were adjusted according to the Consumer Price Index (CPI).

M/S/C (McDonald/Knutson) (Cuquet-Yes; Knutson-Yes; McDonald-Yes; Gladbach-Yes): That the Personnel Committee recommends that the Executive Committee approve the JPIA Pay Schedule, as presented.

CHANGE IN POLICY FOR SEVERAL BENEFITS

Ms. Slaven reported that due to benefits providers making changes to their policies and requirements, JPIA reviews these changes to decide if adjustments will need to be made to current policies and benefits plan options. The changes presented are as follows: 1) Continue to offer medical insurance for the surviving spouse despite of remarriage; 2) Discontinue medical insurance coverage if the surviving spouse obtains medical insurance elsewhere; 3) Allow employees to obtain additional life insurance coverage at own expense; and 4) Allow employees to waive coverage for their dependents age 19 or older should they choose to.

M/S/C (Knutson/Cuquet) (Cuquet-Yes; Knutson-Yes; McDonald-Yes; Gladbach-Yes): That the Personnel Committee recommends that the Executive Committee approve the change in benefits, as presented.

ORGANIZATIONAL PERFORMANCE APPRAISAL (INCLUDING GOALS AND OBJECTIVES)

Ms. Slaven reviewed the appraisal process and the Goals and Objectives presented. The Committee reviewed the appraisal as submitted and expressed concurrence as presented.

M/S/C (Cuquet/McDonald) (Cuquet-Yes; Knutson-Yes; McDonald-Yes; Gladbach-Yes): That the Personnel Committee recommends that the Executive Committee approve the Organizational Performance Appraisal ratings, as presented, and Goals and Objectives for Fiscal Year 2017-2018.

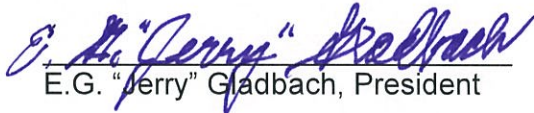
CHIEF EXECUTIVE OFFICER PERFORMANCE APPRAISAL, POSSIBLE SALARY INCREASE RANGE AND POSSIBLE INCENTIVE AWARD RANGE (INCLUDING GOALS AND OBJECTIVES)

Chairman Gladbach facilitated this session of the meeting. Mr. Sells and Ms. Slaven excused themselves from the discussion. The Personnel Committee and members of the Executive Committee discussed the Performance Appraisal of Mr. Andy Sells, the Chief Executive Officer of the JPIA. The Committee concurred with the presented material and high rating for Mr. Sells' performance. A general discussion was held regarding Mr. Sells' contract renewal and salary merit increase.

NEXT MEETING DATE

The next Personnel Committee meeting is scheduled for November 14, 2017.

The Personnel Committee meeting adjourned at 12:08 p.m.


E.G. "Jerry" Gladbach, President


Walter "Andy" Sells, Secretary