



YOUR BEST PROTECTION

Approved: September 21, 2022

Personnel Committee Meeting

ACWA JPIA
2100 Professional Drive
Roseville, CA 95661
(916) 786-5742

April 18, 2022

This meeting consisted of a simultaneous Zoom teleconference call at the ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661 and remote sites.

MEMBERS PRESENT

Chairman: E.G. “Jerry” Gladbach, Santa Clarita Valley Water Agency
Vice-chair: Melody A. McDonald, San Bernardino Valley Water Conservation District
Brent Hastey, Yuba Water Agency

MEMBERS ABSENT

None.

STAFF PRESENT

Chief Executive Officer/Secretary: Walter “Andy” Sells
Adrienne Beatty, Assistant Executive Officer
Patricia Slaven, Director of Human Resources and Administration

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chairman Gladbach called the meeting to order at 11:32 a.m. and announced there was a quorum.

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.

ADDITIONS TO AND DELETIONS FROM THE AGENDA

None.

APPROVAL OF MINUTES

Chairman Gladbach called for approval of the minutes of the January 26, 2022 meeting.

M/S/C (Hastey/McDonald) (Hastey-Yes; McDonald-Yes; Gladbach-Yes):
That the Personnel Committee approve the minutes of the January 26, 2022 meeting, as presented.

REVIEW CEO EVALUATION PROCESS

Ms. Slaven started by providing some background on how the annual CEO evaluation is currently conducted. The process includes the Executive Committee members receiving an on-line survey to rate the CEO and offer comments to support the rating. The CEO completes the entire document from his/her perspective before it is released to the Committee. The last section asks for ideas of goals for the following year. These ratings and comments are then tallied and transcribed onto one document. That document is delivered to the Committee to use when reviewing the CEO. The results are reviewed and approved by the Executive Committee.

With the essential function/skills already determined, the Personnel Committee discussed ideas on how to improve the actual evaluation process. The Committee decided to move the discussion forward to the Executive Committee, with a recommendation to use a facilitator to support and guide the appraisal process and to offer further coaching throughout the year. Members also recommended that the process described in Option IV be the general format.

NEXT MEETING DATE

The next Personnel Committee meeting is scheduled for June 29, 2022.

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