

Personnel Committee Meeting



YOUR BEST PROTECTION

ACWA JPIA
Wednesday
June 29, 2022
10:00 AM

Chairman: E.G. “Jerry” Gladbach, Santa Clarita Valley Water Agency

Vice-chair: Melody McDonald, San Bernardino Valley Water Conservation District

Brent Hastey, Yuba Water Agency



PERSONNEL COMMITTEE MEETING AGENDA

Avenue of the Arts Hotel
3350 Avenue of the Arts
Costa Mesa, CA 92626
(714) 751-5100

Wednesday, June 29, 2022, 10:00 AM

WELCOME, CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

PUBLIC COMMENT Members of the public will be allowed to address the Personnel Committee on any agenda item prior to the Committee's decision on the item. They will also be allowed to comment on any issues that they wish which may or may not be on the agenda. If anyone present wishes to be heard, please let the Chairman know.

INTRODUCTIONS

ADDITIONS TO OR DELETIONS FROM THE AGENDA

<u>Presenter</u>			<u>Page#</u>
Gladbach	* I.	Approve the meeting minutes of April 18, 2022.	4
Slaven	* II.	Review staffing status and take action on a possible new position and Salary Schedule.	6
Slaven	* III.	Review and take action on the revised Bereavement Leave policy.	16
Slaven	* IV.	CEO Evaluation Facilitator update.	18
Slaven	* V.	Review staffing activities.	19
Sells	* VI.	CEO update.	20
Gladbach	* VII.	Discuss next meeting date: September 21, 2022.	21

ADJOURN

*Related items enclosed.

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Written materials relating to an item on this Agenda that are distributed to the ACWA JPIA Personnel Committee within 72 hours before it is to consider the item at its regularly scheduled meeting will be made available for public inspection at ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661-3700; telephone (916) 786-5742. ACWA JPIA's normal business hours are Monday – Friday, 7:30 a.m. to 4:30 p.m.



Unapproved Minutes

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.

ACWA JPIA
Staffing Status and New Position/Salary Schedule
June 21, 2022

BACKGROUND

The Personnel Committee is to be kept apprised of staffing changes and will recommend any grade changes or new positions for approval by the Executive Committee.

CURRENT SITUATION

Staffing changes which have occurred since last Personnel Committee meeting:

- Member Services Department now reports to Adrienne Beatty, Assistant Executive Officer
- Paula Christy started as the Senior Claims Adjuster on January 31, 2022. Her resume follows.

JPIA is looking to better coordinate and expand the organization's communication to members. Each department currently sends information out independently, while there is also no coordinated effort to capitalize on social media options. The organization is in need of someone who specializes in communication, writing and outreach. Job description follows.

RECOMMENDATIONS

That the Personnel Committee make a recommendation to the Executive Committee to approve the new position of Communications Specialist and resultant updated Salary Schedule, as presented.

PAULA D. CHRISTY

SENIOR CLAIMS ADJUSTER-32 YEARS OF EXPERIENCE

Commercial • Casualty • Property

Confident Senior Claims Adjuster with 32 years of claims handling experience in multiple lines of insurance including Commercial and Personal lines. I am a consummate negotiator and able to build trust by maintaining viable relationships. As an effective problem solver, I am adept at applying innovative yet pragmatic solutions to claim resolution. I am computer literate, organized, analytical, detail oriented and hard working.

CORE COMPETENCIES

CASUALTY CLAIMS

COMMERCIAL LIABILITY CLAIMS

COMMERCIAL AUTO CLAIMS

PROPERTY CLAIMS

EXPERIENCE WITH TORT, VEHICLE CODE,
INSURANCE POLICIES AND CONTRACTS

EFFECTIVE NEGOTIATOR

HANDLE ALL LIABILITY ISSUES

FIELD INVESTIGATION EXPERIENCE

QUICK LEARNER

OUTSTANDING WORK ETHIC

EXCELLENT COMMUNICATOR

PROFESSIONAL EXPERIENCE

PROFESSIONAL EXPERIENCE

April 2019 to Present Berkshire Hathaway GUARD Insurance Companies-Rancho Cordova,

Current responsibilities include investigating, evaluating, reserving, negotiating and resolving assigned General Liability, Commercial Liability, Bodily Injury, Professional Liability, Commercial Auto, Habitability Claims and Property Damage claims. Directly handles assigned severe claims with authority to 1,000,000,000.

Collaborates with defense counsel through participation in mediations, arbitrations, settlement conferences and trials.

Current file handling an inventory of over 300 personal and/or Commercial Liability and Property claims. Consistently executes settlement strategy and proactively negotiate settlements with successful resolutions. Review claims for coverage analysis and for risk transfer potential. Met and exceeded standards for timeless and quality accuracy results with claims and handling, customer service with an average audit score of 95%.

Dec 2017 - Nov 2018, River City Staffing – Contracted to Sacramento Regional Transit District
Claims Analyst II • Investigated, evaluated and negotiated the settlement of bodily injury governmental tort claims of moderate to major complexity. Managed litigate claims. • Interviewed and corresponded with claimants, witnesses, police, physicians, and other relevant parties to determine claim settlement or denial.

July 2014 - Dec 2017, Transco Claims Services, Inc.

Senior Claims Adjuster • Investigate, evaluate and adjust Commercial General and Automobile Liability claims; medium to complex non-litigated and litigated general liability and third-party auto bodily injury and property damage claims. • Evaluate coverage based on claim report, the insurance policy, applicable statutes and case law. • Report to client as required by contractual account instructions; varying method of investigation according to type of claim, identify key issues and investigation as required. • Determine extent of client's financial exposure with respect to claims; make recommendation for reserves for use by clients and regulatory authorities; handle complex litigated claims; involve client in decision-making as appropriate and/or follow client-specific requirements for escalation when client decision-making and/or notification is required.

Sep 2011 - May 2014, Safeco Insurance Company -Walnut Creek

Senior Claims Specialist • statutory and regulatory requirements in all applicable jurisdictions. • Obtained/reviewed medical records, interviewed and/or corresponded with claimant and witnesses. • Obtained/reviewed police and hospital records, appraisals and repair estimates to evaluate injuries, and property damage. • Met detailed quality assurance standards of performance

2/2007 –9-2011, Capital Insurance Group – Campbell, CA

Senior Branch Claim Representative (Commercial)Quality claim handling and superior customer service in the investigation, evaluation and settlement of auto and general liability claims for property damage and bodily injury. • Conducted claim investigations to confirm coverage and determine liability, compensability, and damages for a large volume of ongoing claims. • Evaluated coverage based on claims report, policy, applicable statutes and case law. • Complied with all responsibilities include investigating all Commercial claims which include higher-exposure property, liability and third-party Bodily Injury claims. Analyzed coverage questions to determine coverage and/or liability to company guidelines and Department of Insurance Regulations. Settle commercial claims according to the scope of the company's contractual and legal obligations to assure settlements are fair to all parties involved. Established and monitored the appropriate reserves for pending claims that help the company evaluate its pending financial position and help determine insured's rates. Thoroughly file documents and comprise reports, correspondence and documentation to track the individual status of all claims. Daily communication with the Home Office, insured, claimants, agents and field experts.

**12/2005 – 2/2007, Carl Warren & Company, Rancho Cordova, CA
Claims Specialist (Commercial)**

I was a claims specialist performing general liability, product liability, commercial liability and auto claims adjusting. I provided excellent client and customer service while working independently from the office on claims assignments. I also developed an innovative negotiation and settlement technique for client claims resolutions. Worked on multiple large commercial accounts such as Apple Computers, Longs Drug stores, Raley's, Nob Hill Foods and Jerry's Deli.

**12/2004 – 12/2005, Continental Club - Oakland, CA
Insurance Risk Consultant**

Implemented Risk management and safety programs for employees and customers. I was also responsible for some marketing promotions and activities in the local area during my consultative status.

1/2004 - 12/2004, Pacific Specialty Insurance Group, Menlo Park, CA

Senior Claims Examiner

Reviewed independent Adjusters reports and estimates and direct further investigations as needed.

Interpreted policy overages for over 30 different policies.

Denied, settled and authorized payments to property claims based on coverage, appraisal, and verifiable damage. Responsibilities also included corresponding with policyholders, claimants, witnesses, and attorneys. Achieved excellent in customer service. Managed caseload of 200 active claims.

9/2003 - 12/2003, Temporary Assignment (State Farm)

Claims Adjuster

Adjusted homeowners Liability Claims.

4/2001 - 5/2003, Allstate Insurance, San Jose, CA

Senior Claims Representative

Investigated, evaluated, and negotiated homeowner liability claims inclusive of dog bites and slip & falls. Responsible for analyzing and settling non-litigated bodily injury Auto accident claims; had extensive telephone interaction with customers, took recorded statements, obtained police reports, and documented information. Managed caseload of homeowner liability claims and settled an average of 30 claims monthly. Adjusted homeowner property claims. Estimated repair/replacement costs on damaged or stolen property; investigated and reported theft, fraud, and arson losses as mandated. Interacted with SIU and represented the company with witnesses

1989 – 3/2001, Farmers Insurance Group of Companies, Pleasanton, CA

Special Property Claims Adjuster (1998 to 3/01)

Contractors, police/fire departments, state/county fraud and arson personnel, special investigators, attorneys, expert witnesses, and medical professionals. Determined subrogation potential. Conducted field investigations and initiated the sale of salvaged personal property. Field adjuster handling major fire, water, mold, and fencing losses. Comprehensive knowledge of Xactimate. Cognizant of DOI requirements and application. Adjusted personal lines property losses from \$30,000 to over \$100,000.

Special Claims Representative (1995 to 1998)

Investigated complex, catastrophic, and fatality liability claims with major exposure. Resolved dog bite and mauling claims for homeowners and serious Injury losses. Closed in excess of 250 litigated claims by applying creative solutions to issues. Represented the company at jury trials. Avoided litigation and effected settlement by maintaining rapport with claimants under duress. Considered a litigation specialist with strong negotiation skills. Cross-trained in property adjusting.

Senior Claims Representative (1992 to 1995)

Evaluated detailed coverage issues and completed complex litigated/non-litigated case investigation. Read and comprehended plaintiff complaints and petitions, insurance contracts, and indemnity agreements.

Accountable for indemnity and expense risk management. Attended settlement conferences on litigated and non-litigated claims; negotiated settlements within prescribed parameters. Adjusted full range of liability claims, including commercial, homeowner liability, and bodily/personal injury.

Field Claims Representative (1990 to 1992)

Responsible for investigation on assigned cases. Generated reports and updated status. Developed rapport with attorneys, claimants, policyholders, witnesses, and agents, and negotiated settlements. Assessed disputed automobile accidents, determined liability, established damages, and prepared for arbitration. Conducted on scene investigations and confirmed coverages. Employed excellent organizational, decision-making, and analytical skills.

Office Claims Representative (1989 to 1990)

Interacted with customers and recorded statements over the phone, obtained police reports, documented information, investigated auto accidents to determine liability, and negotiated settlements.

EDUCATION:

Bachelor of Science Degree in Business Administration: Notre Dame de Namur University, Belmont, CA

ACWA JPIA
COMMUNICATION AND OUTREACH SPECIALIST

Employee Name:

**Reports to: Director or Human Resources
and Administration**

Grade:38

Date: June 2022

Status: Non-Exempt

Definition/Summary

Under supervision, the Communication and Outreach Specialist provides accurate, comprehensive, and systematic external communications about the programs, functions, and activities of ACWA JPIA; develops and disseminates information and communications about services, resources and areas of general interest to members through a variety of communication methods; and performs photographic and layout design work.

Essential Functions

- Creates, organizes, and coordinates communications from JPIA departments to members
- Researches and writes news releases, feature stories, and other media presentations
- Creates, proofs and formats written content
- Assists in promoting conference, public training, HR meetings and events
- Plans, writes, and edits external communications such as newsletters and announcements
- Creates content for on-line presence (JPIA webpage, Twitter, LinkedIn, Facebook, etc.)
- Assists in creating outreach programs to members
- Provides consultation on communications for management and staff
- Prepares, writes, and delivers speeches and group presentations
- Gathers, organizes, and distributes research reports and other general information
- Assists in creating powerpoint presentations for conference and presentations
- Takes photographs
- Performs graphic design and layout work
- Performs background research related to public information functions
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.

Other Duties

- Provides overall writing guidance and editing
- Performs general administrative tasks related to position
- Performs related duties as assigned
- Monitors website analytics

Job Standards/Specifications

Knowledge of:

- Principles, practices, and techniques of distributing information for communications.
- Promotional material development.
- Social media and other communications media sources and resources.
- Programs, functions, purposes, and activities of ACWA JPIA.
- Methods and techniques of writing and editing.
- Principles of research, writing, editing, and preparing a variety of informational publications.
- Photography.
- Microsoft Office suite and Adobe InDesign for creation of materials and presentations.
- Principles of layout and graphic design, including computer publishing software.

Ability to:

- Plan, organize, coordinate, and develop a comprehensive outreach program.
- Serves as a District resource on communications and informational programs.
- Write clear and concise bulletins, feature stories, and materials for distribution to members.
- Utilize writing skills to effectively present programs and resources to members.
- Organize data, maintain records, and prepare reports.
- Develop and design materials using creativity.
- Communicate ideas and information verbally so that others understand.
- Perform photography and graphic layout and design work.
- Use computer systems and software packages, scanners, printers digital cameras and video related to outreach functions.

Typical Physical Activities

- Travels by airplane and automobile.
- Works at a desk for an extended period of time.
- Works in an office environment, lift and move objects up to 15 pounds such as large binders, books, and small office equipment.
- Sufficient finger/hand coordination and dexterity to operate and adjust office equipment.
- Regularly uses a telephone for communication.
- Uses office equipment such as computers, copiers, and FAX machines.
- Sits for extended time periods.
- Hearing and vision within normal ranges with or without correction.

Environmental Factors

1. Exposure to the sun: 10% or less work time spent outside a building and exposed to the sun.
2. Irregular or extended work hours: Occasionally required to change working hours or work overtime.

Desirable Qualifications

Any combination of education and experience that would likely provide the necessary knowledge and abilities is qualifying.

Four-year degree in communication, organizational communication, electronic communication, digital communication, journalism or similar. Plus, three years of increasing responsibility in a outreach or communications position with heavy experience in writing articles and newsletters, and social media coordination. Or five plus years of increasingly responsibility in the afore mentioned areas.

License Certificate Registration Requirement

Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession and proof of a driving record free of multiple or serious traffic violations or accidents for two (2) consecutive years.

I have reviewed this Job Description with my Supervisor and agree with its contents.

Employee Signature

Date

Supervisor Signature

Date

The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.

REMOVE BEFORE USE: The following Job Description is intended as a model or template for use within an organization. It is not intended as a final document. The individual districts that download and utilize this template should edit and modify the document to fit their own district and job specific duties. The JPIA is not engaged in rendering legal advice or professional legal services. Anyone creating a job description using this document should consult a qualified labor attorney or consultant before relying on it.

ACWA JPIA Staff

Pay Schedule

June 30, 2022

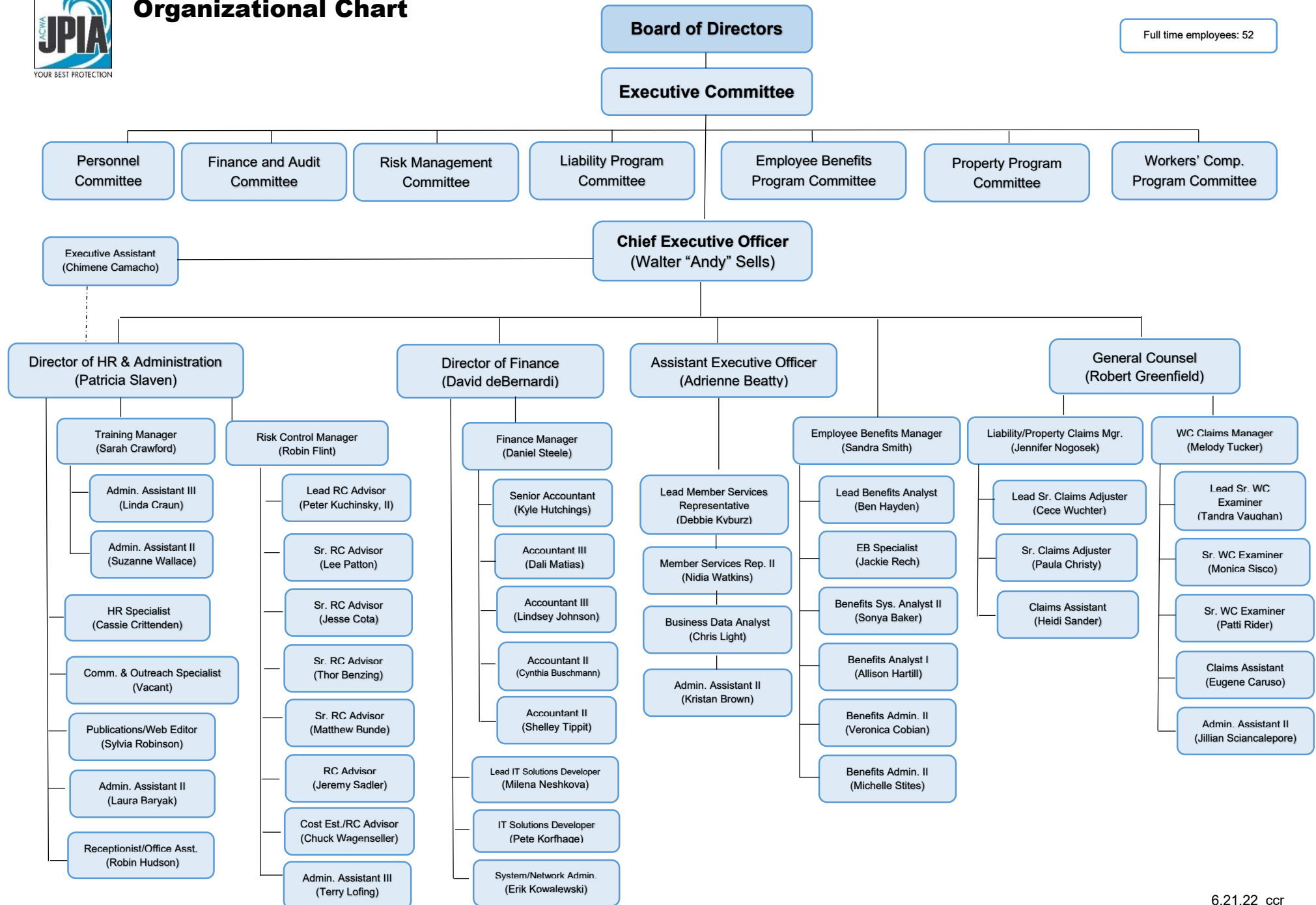
Job Title	Exempt/ Non-Exempt	Grade	Annual Salary Range	
			Minimum	Maximum
Chief Executive Officer	Exempt	85	\$ 241,209	\$ 361,813
Assistant Executive Officer	Exempt	76	193,143	289,714
Director of Finance	Exempt	68	158,521	237,782
Director of Human Resources & Administration	Exempt	68	158,521	237,782
General Counsel	Exempt	68	158,521	237,782
Employee Benefits Manager	Exempt	58	123,837	185,755
Finance Manager	Exempt	52	106,784	160,176
Liability and Property Claims Manager	Exempt	52	106,784	160,176
Risk Control Manager	Exempt	52	106,784	160,176
Training Manager	Exempt	52	106,784	160,176
Workers' Compensation Manager	Exempt	52	106,784	160,176
Lead Risk Control Advisor South	Exempt	48S	101,638	152,458
Senior Risk Control Advisor South	Exempt	45S	96,741	145,111
Cost Estimator Risk Control Advisor	Exempt	45	89,834	134,750
Senior Risk Control Advisor	Exempt	45	89,834	134,750
Lead IT Solution Developer	Non-exempt	45	89,834	134,750
IT Solution Developer	Non-exempt	44	87,643	131,464
Lead Benefits Analyst	Non-exempt	42	83,419	125,129
Lead Member Services Representative	Non-exempt	42	83,419	125,129
Lead Sr. Claims Adjuster	Exempt	42	83,419	125,129
Lead Sr. Workers' Compensation Examiner	Exempt	42	83,419	125,129
Senior Claims Adjuster	Exempt	40	79,400	119,100
Senior Workers' Compensation Examiner	Exempt	40	79,400	119,100
Communication & Outreach Specialist	Non-exempt	38	75,574	113,361
Senior Accountant	Non-exempt	38	75,574	113,361
System/Network Administrator	Non-exempt	38	75,574	113,361
Human Resource Specialist	Non-exempt	38	75,574	113,361
Benefits Specialist	Non-exempt	38	75,574	113,361
Software Developer	Non-exempt	36	71,932	107,898
Benefits System Analyst II	Non-exempt	32	65,167	97,751
Risk Control Advisor	Non-exempt	32	65,167	97,751
Claims Adjuster	Non-exempt	32	65,167	97,751
Member Services Representative II	Non-exempt	32	65,167	97,751
Business Data Analyst	Non-exempt	32	65,167	97,751
Executive Assistant	Non-exempt	30	62,027	93,041
Publications & Web Editor	Non-exempt	29	60,514	90,771
Benefits Analyst II	Non-exempt	28	59,038	88,557
Administrative Assistant III	Non-exempt	24	53,486	80,229
Benefits Administrator II	Non-exempt	24	53,486	80,229
Benefits Analyst I	Non-exempt	24	53,486	80,229
Claims Assistant	Non-exempt	24	53,486	80,229
Accountant III	Non-exempt	22	50,908	76,363
Accountant II	Non-exempt	20	48,455	72,683
Administrative Assistant II	Non-exempt	20	48,455	72,683
Receptionist/Office Assistant	Non-exempt	11	38,800	58,199



Organizational Chart

Effective June 21, 2022

Full time employees: 52



ACWA JPIA
Bereavement Policy
June 29, 2022

BACKGROUND

JPIA maintains an Employee Handbook which contains policies, procedures and information necessary for staff to understand. At times, changes are made that may require Executive Committee approval.

CURRENT SITUATION

JPIA's current Bereavement Leave policy allows staff to take up to 32 hours for non-exempt employees (pro-rated for less than 40 hours per week) or four (4) days for exempt employees of paid time away from work if you are a regular full-time employee. Staff proposes that the policy be updated to allow up to 40 hours for non-exempt employees or five days for exempt employees per year of Bereavement Leave. Draft policy follows.

RECOMMENDATION

That the Personnel Committee recommend to the Executive Committee approval of the revised Bereavement Leave Policy.

Updated Bereavement Policy

In the event of a death in your immediate family, the JPIA may grant up to 40 ~~32~~ hours for non-exempt employees (pro-rated for less than 40 hours per week) or five (5) ~~four (4)~~ days for exempt employees of paid time away from work if you are a regular full-time employee. The intent of this benefit is to allow you to make arrangements for and/or to attend the funeral. Additional unpaid time off in the form of a personal leave of absence may be granted for special circumstances with the CEO's approval.

Immediate family for the purpose of bereavement leave is defined as a mother, father, wife, husband, natural or adopted child, brother, sister, grandparent, grandchild, domestic partner, similar in-laws or step-relatives or any other person who resides with the employee.

ACWA JPIA
CEO Evaluation Facilitator Update
June 29, 2022

BACKGROUND

The Executive Committee instructed staff to research alternative methods of evaluation for the CEO.

CURRENT SITUATION

Staff has contacted several organizations and has scheduled interviews with three individuals who could possibly assist with a new and more effective CEO evaluation process. Staff will update the committee on the interviews.

RECOMMENDATION

Information only.

ACWA JPIA
Staffing Activities
June 29, 2022

BACKGROUND

The Personnel Committee has asked to be kept up to date on the staff activities.

CURRENT SITUATION

Staff activities since the last Committee meeting on April 18, 2022:

- JPIA hosted the HR Group Meeting on April 20th. It was the first time hosting this event at the JPIA office since prior to the pandemic. Many HR staff from our Northern California water districts joined the JPIA staff to learn about attracting and retaining the next generation as well as updates from JPIA managers.
- The JPIA Employee Engagement Team kicked off their first meeting in April. This team of 13 JPIA staff formed to improve engagement at JPIA based on the results of the JPIA Employee Engagement Survey completed in December 2021.
- Staff attended the CAJPA Finance and Technology Spring Conference from April 26-27 in Sacramento. Several staff also presented at the conference.
- JPIA hosted the 2022 Spring Conference in May in Sacramento. Because the meeting was held locally, many staff were able to attend the meetings. They enjoyed meeting the members, working the registration booths, and attending the presentations.
- The Wellness Committee hosted Garden Guru Day in May. A speaker from Green Acres Nursery came and presented on how to grow a successful garden. Staff attended the presentation which included raffle prizes of plants, bushes, and seed packets provided by Green Acres. This was followed by street tacos served from Taqueria Tapatio.
- The Social Committee hosted the Summer Kickoff Party in June. Staff enjoyed getting together to play games and enjoy a hot dog bar and side dishes.
- JPIA staff volunteered at the Placer Food Bank as part of JPIA organizational goal to support community organizations.

RECOMMENDATIONS

None, informational only.

ACWA JPIA
CEO Update
June 29, 2022

BACKGROUND

The CEO update is a standing item on Personnel Committee agendas.

CURRENT SITUATION

The JPIA's Chief Executive Officer will update the Personnel Committee on relevant, current issues and potential, future opportunities and challenges.

RECOMMENDATION

None, informational only.

JPIA MEETING & CONFERENCE CALENDAR – 2022

MEETING DATES	BOARD OF DIRECTORS	EXECUTIVE	PERSONNEL	FINANCE & AUDIT	PROGRAMS				Risk MGMT
					Emp. Benefits	Liability	Property	Work Comp	
JAN 26			11:00 AM						
JAN 31		1:00 PM							10:00 AM
MAR 30		1:00 PM		10:00 AM					
APR 18			11:30 AM ZOOM						
MAY 2	1:30 PM	10:15 AM							
ACWA SPRING CONFERENCE MAY 3-6 - SACRAMENTO									
STRATEGIC PLANNING SESSION – JUNE 15-17- COSTA MESA									
JUNE 20							3:00 PM	1:00 PM	
JUNE 21		9:00 AM							
JUNE 29			11:00 AM COSTA MESA						
JULY 18		1:00 PM			9:00 AM				
CAJPA CONFERENCE – SEPTEMBER 13-16 – LAKE TAHOE									
SEPT 21			11:00 AM TBD						
SEPT 28		1:00 PM		8:30 AM		10:30 AM			
Nov 28	1:30 PM	10:15 AM							
ACWA FALL CONFERENCE – NOVEMBER 28 – DECEMBER 2 – INDIAN WELLS									