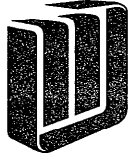


FILED  
by the Board of Directors of  
The Metropolitan Water District  
of Southern California  
at its meeting held



**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

**JUN 13 1995**

9-13

*Baron E. Duff*  
EXECUTIVE SECRETARY

May 22, 1995

To: Board of Directors (Organization and Personnel Committee--Information)  
From: General Manager  
Subject: Operations Division Cooperative Work/Study Program

RECOMMENDATION:

For Information Only

John R. Wodraska  
General Manager

Submitted by:

*Edward G. Means*

Edward G. Means  
Chief of Operations

Concur:

*John R. Wodraska*

John R. Wodraska  
General Manager

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**EXECUTIVE SUMMARY:**

As part of Metropolitan's community outreach effort and in its desire to expand the diversity of its workforce, during the past two fiscal years, the Operations Division has undertaken a cooperative work/study program aimed at minority and women engineering students attending universities within its service area. The program emphasizes that students must return to school to complete their degrees and encourages the students to keep in touch and submit resumes to Metropolitan as soon as they are to graduate. To date, 24 young engineering students have participated in the program and feedback has been extremely positive. The program has also been deemed a success by those supervisors participating in it. Therefore, the Operations Division proposes to continue the program in fiscal year 1995-96.

**DETAILED REPORT:**

In fiscal year 1993-94, following drafting of Metropolitan's Strategic Plan, the Operations Division entered into an agreement with E. W. Moon, Inc., (Moon) to design and implement a cooperative work/study program aimed at minority and women engineering students. The purpose of the program was to offer targeted students an opportunity to gain meaningful work experience in their chosen field of engineering and to help the division build a pool of diverse young people for future hire.

Six students are brought into the program for a six-month period in which they work full time along-side engineers in one of six areas in the Operations Division. Moon has established contact with the various universities, through both their minority engineering organizations and their cooperative work/study offices. For each six-month period, Moon solicits, accepts and screens students' resumes; informally interviews the most promising students; and then submits to the Operations Division's coordinator a short-listed group of resumes, with the consultant's written observations of each student. To the extent possible, students are placed in an area in which they have expressed an interest; where not possible, of course, the student can decline the position. Students work with engineering staff on a variety of jobs that are challenging and that offer them an opportunity to apply their learning and to work with the latest technology, as appropriate.

Prior to the end of their six-month stay at the District, the students are brought together with the consultant and Operations Division's program coordinator to discuss their experiences, to offer suggestions on improving the program--both from the

standpoint of reaching more students and the work the students are asked to do, and to talk about the value or merit of the program to the students. Participating supervisors are also brought together each session to reevaluate the program and to reassess the value of their continuing to participate.

Operations will continue to use the services of E. W. Moon, Inc., a minority-owned consulting firm, to solicit, screen, and submit resumes to its program coordinator during 1995-96 as monies are available in the existing agreement. The division will explore the possibility of performing all duties in-house after that fiscal year.