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Organization and Personnel Committee Charter

Organization and Personnel Committee
October 12, 2009
Item 7a

Committee Charter

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- The Organization and Personnel Committee shall study, advise and make recommendations to the Board with regard to:
 - Proposed amendments to the Metropolitan Water District Administrative Code affecting Metropolitan and Human Resource policies of Metropolitan
 - The form of Metropolitan's organization structure and the flow of authority, responsibility, and accountability across Metropolitan
 - Periodic reviews, audits, and studies of Metropolitan's HR organization structure and operations, pay philosophy and pay strategy

Committee Charter – cont'd

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- Employee Relations activities and programs being developed between Metropolitan and its represented and non-represented employees, including all matters affecting general salary and wage issues, employee benefits, and other terms and conditions of employment
- Workforce Planning processes and programs related to Talent Management, Succession Planning and Executive Development
- Areas of regulatory concern to Metropolitan and its employees, including, but not limited to, equal employment opportunity, affirmative action, work rules pertaining to the health and safety of employees, Workers' Compensation, and Fair Labor Standards Act

Committee Charter – cont'd

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- Labor Relations activities and oversight of negotiations concerning bargaining unit MOUs and on-going agreements
- Review and approval to engage outside labor negotiators who will be responsible for assisting with negotiations with Metropolitan's labor organizations
- Annual performance review of Succession Planning and all compensation considerations for Department Heads reporting directly to the Board of Directors (i.e., General Manager, General Auditor, etc.)
- Policies and rules regarding the employment, discipline and discharge of Metropolitan officers and employees