

**THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

**MINUTES**

**ORGANIZATION, PERSONNEL AND TECHNOLOGY COMMITTEE**

**May 7, 2012**

Chair Murray, Jr. called the meeting to order at 1:00 p.m. in Committee Room 2-456 at Metropolitan's Headquarters.

Members present: Chair Murray, Jr., Vice Chair Edwards, Directors Ballin, Camacho, Dick, Friedman, Wilson, and Wunderlich

Members absent: Directors Evans, Gray, Little, Montalvo, Quiñonez, and Sanchez

Other Board Members present: Directors Barbre, Blake, Foley, Heidel, Lewinger, Millard, Morris, Peterson, Record, and Steiner

Staff present: Azmi, Beatty, B. Becker, Bennion, Breaux, Burton, Cable, Green, Ivey, Lem, Man, Mares, T. Miller, Pimentel, Pitman, Radhakrishnan, Riss, O. Sanchez, Scully, H. Torres, Jr., Waade, Wolfe, and Zinke

**1. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COMMITTEE ON MATTERS WITHIN THE COMMITTEE'S JURISDICTION**

None

**2. APPROVAL OF THE MINUTES OF THE ORGANIZATION AND PERSONNEL COMMITTEE MEETING HELD ON APRIL 9, 2012**

Approved

Motion: Director Ballin

Seconded: Director Camacho

**3. COMMITTEE CHAIR'S REPORT**

None

**4. CONSENT CALENDAR ITEMS – ACTION**

7-3 Subject: **Board approval of Metropolitan Water District's Salary Schedule pursuant to CalPERS regulation**

Presented by No presentation was requested.

Motion: Adopt the CEQA determination and approve the attached salary schedule.

Motion Carried Moved: Camacho Seconded: Wilson

**5. OTHER BOARD ITEMS – ACTION**

None

**6. BOARD INFORMATION ITEMS**

None

**7. COMMITTEE ITEMS**

- a. Subject: **Oral report on Capital IT Projects**  
Presented by Business Technology Group Unit Manager Ashraf Azmi  
Mr. Azmi covered Information Technology's active key Capital Improvement Projects and the projects that are planned for the next couple of years.  
Staff responded to questions concerning the replacement of the Wadsworth Control System, the cost of the upgrade of handheld devices, and the member agencies role or involvement in the upgrade of the two-way radios.  
Director Dick requested a demonstration of handheld devices. In addition, he requested a follow-up on the lease options of vacant spaces at Metropolitan's Headquarters building. Chief Administrative Officer Gilbert Ivey responded that a report would be given by Group Manager Ralph Hicks at the Real Property Committee in July.
- b. Subject: **Oral report on PC Replacement Project**  
Presented by Business Technology Group Interim Section Manager Tom Miller  
Mr. Miller provided an update on the progress and approach of replacing Metropolitan's nearly 6-year old workstations and laptops.  
Staff responded to questions concerning the cost of the workstations and laptops and how many will be purchased.

c. Subject: **Process on performance evaluations for Department Heads**

Presented by Human Resources Group Manager Feedy Mares

Mr. Mares provided the committee with an update and a proposed schedule for implementing the annual review of the Board's Direct Reports, previously known as the Department Heads: the General Manager, General Counsel, General Auditor, and the Ethics Officer. Further information will be distributed to all the Directors from HR with a completion date of late July – early August.

Staff responded to questions from Committee members that included (1) will the Interim Ethics Officer Jeff Cable be evaluated; (2) will the feedback from the Committees that the Director Reports work with on a monthly basis also include a compensation recommendation; (3) does the process include an opportunity for the committee members to provide input and/or recommendation to the Direct Reports performance rating; and (4) will the Direct Reports have an opportunity to address the Board's feedback from the review.

Director Wilson requested a copy of the Unrepresented salary schedule.

## **8. FOLLOW-UP ITEMS**

None

## **9. FUTURE AGENDA ITEMS**

Director Murray requested a presentation on the new performance evaluation process for all employees.

Mr. Mares will have staff provide a presentation at a future meeting.

Next meeting will be held on June 11, 2012

Meeting adjourned at 2:00 p.m.

John W. Murray Jr.  
Chair