

**THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

**MINUTES**

**ORGANIZATION, PERSONNEL AND TECHNOLOGY COMMITTEE**

**December 9, 2014**

Chair Murray, Jr. called the meeting to order at 10:01 a.m. in Committee Room 2-456 at Metropolitan's Headquarters.

Members present: Chair Murray, Jr., Vice Chair Camacho, Directors Arceneaux (entered at 10:10 a.m.), Calkins (entered at 10:03 a.m.), Dick, Evans, Gray (entered at 10:07 a.m.), Hawkins, Hogan, and Wunderlich.

Members absent: Directors Ballin, Friedman and Quiñonez.

Other Board Members present: Directors Ackerman, Atwater, Barbre, Beard, Blois, Dake, Dear, Griset, Kurtz, Lefevre, Lewinger, McKenney, Morris, Peterson, Record, Steiner, Touhey, and Tu.

Staff present: Ardalan, G. Breaux, Carter, Ghaly, Giron, Green, Ivey, Jankovic, Johnson, Kightlinger, Lem, Lopez, Man, Mares, T. Miller, Pellegrini, Pitman, Posadas, Riss, Robinson, J. Sanchez, Scully, H. Torres, Tucker, Upadhyay, Vanderhorst, White, and Zinke.

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

No members of the public responded.

Director Calkins entered the meeting at 10:03 a.m.

**2. APPROVAL OF THE MINUTES OF THE ORGANIZATION AND PERSONNEL COMMITTEE MEETING HELD ON NOVEMBER 18, 2014**

Motion: Carried

Moved: Director Wunderlich                      Seconded: Director Hogan

Ayes: Directors Calkins, Camacho, Dick, Evans, Hawkins, Hogan, Murray, and Wunderlich

Noes: None

Abstentions: None

Absent: Directors Arceneaux, Ballin, Friedman, Gray and Quiñonez

The motion passed by a vote of 8 ayes, 0 no, 0 abstain, and 5 absent.

**3. COMMITTEE CHAIR'S REPORT**

None

Director Gray entered the meeting at 10:07 a.m.

**4. CONSENT CALENDAR ITEMS – ACTION**

None

Director Arceneaux entered the meeting at 10:10 a.m.

**5. OTHER BOARD ITEMS – ACTION**

None

**6. BOARD INFORMATION ITEMS**

None

**7. COMMITTEE ITEMS**

- a.       Subject:           Information Technology Strategic Plan Oral Update  
          Presented by     Director of Information Technology Services Tom Miller

Mr. Miller provided an update on the progress of implementing Information Technology's strategic plan. Mr. Miller's quarterly report covered the period ending September 2014. The report covered Information Technology's key accomplishments which include design and pilot of the Wadsworth control and protection system upgrade, implementation of new automation in Metropolitan's accounts payable department, receipt of a MISAC award and a list of upcoming items.

Chairman Murray asked about the redundancy of the SCADA servers. Director Dick asked about the security of the voice over the internet protocol. Director Peterson asked how many other plants including Wadsworth were getting upgraded with the protection system upgrade. Director Gray asked about and requested clarification on the budget. Mr. Miller provided answers to these questions.

- b.           Subject:           Update on Information Technology's Disaster Recovery Program  
Presented by       Director of Information Technology Services Tom Miller
- Mr. Miller provided an update on Information Technology's disaster recovery plan. The update included information regarding the recovery of critical Information Technology infrastructure and business systems. Mr. Miller's report included business impact analysis, recovery response timeframes, recovery plan, and the continued development of the recovery plan to explore additional recovery options. Director Evans requested clarification on system backup timeframes. Mr. Miller answered this question.
- c.           Subject:           Oral Report on Affordable Care Act  
Presented by       Human Resources Section Manager Diane Pitman
- Ms. Pitman provided an update on Metropolitan's compliance responsibility to the US Supreme Courts' Affordable Care Act (ACA). Ms. Pitman's report provided general ACA information, steps Metropolitan has taken since ACA was implemented, existing temporary employees who are eligible, future necessary steps of the implementation of ACA and a list of ACA resources.
- Director Dick asked a question regarding CalPERS providing HSA options. Director Morris asked for clarification regarding CalPERS' Cadillac tax. Director Lewinger requested clarification on Metropolitan's CalPERS' medical premiums and Cadillac tax payment liabilities. Director Touhey also requested clarification on the Cadillac tax. Ms. Pitman provided answers to these questions.
- d.           Subject:           2013/14 Human Resources Highlights  
Presented by       Director of Human Resources Feedy Mares
- Mr. Mares provided a report on key accomplishments of the Human Resources Group for the period of 2013/14. Mr. Mares provided details and supporting facts for some of the key accomplishments. Mr. Mares reported that Human Resources (HR) is in the process of updating its five-year plan.
- Director Murray congratulated Mr. Mares for the accomplishments in HR. Director Hogan asked for clarification regarding the status of HR during the 2006/07 period, the process for measuring progress and the employee survey. Director Evans congratulated Mr. Mares on the accomplishments and also advised Mr. Mares to

look at establishing a benchmark for number of staff in HR. Director Steiner requested a way for the members of the OP&T Committee to have access to the results of the most recent employee survey. Director Gray commented that she is also interested in seeing the results of the survey and also asked for clarification of the development process of HR's five-year plan and whether or not the plan will be presented to the committee. Director Blois asked if HR has any existing partnerships that support the hiring of Veterans. Mr. Mares provided answers to the questions and requests.

**8. FOLLOW-UP ITEMS**

None

**9. FUTURE AGENDA ITEMS**

None

**10. BOARD INFORMATION ITEMS**

None

Next meeting will be held on January 13, 2015.

Meeting adjourned at 11:05 a.m.

John W. Murray Jr.  
Chair