

RESOLUTION 2025-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE BEAUMONT-CHERRY VALLEY WATER DISTRICT
AMENDING THE DISTRICT'S POLICIES AND
PROCEDURES MANUAL PART I**

WHEREAS, on March 18, 2009 the Board of Directors of the Beaumont-Cherry Valley Water District adopted Resolution 2009-05, establishing a Policy and Procedures Manual applicable to Board of Directors and District staff; and

WHEREAS, upon review and discussion, the Personnel Committee recommended revisions to the Policy and Procedures Manual based on advice given by Human Resources and the District's legal counsel; and

WHEREAS, the Board of Directors has reviewed and considered the revisions to the subject policies attached hereto and listed below, finds the new or revised policies relevant and acceptable, and it to be in the best interests of the District that the following actions be taken,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Beaumont-Cherry Valley Water District as follows:

The BCVWD Policies and Procedures Manual Part I Policy 3145 Driver Training and Record Review is replaced in entirety by the revised Policy 3145 attached hereto as Exhibit A.

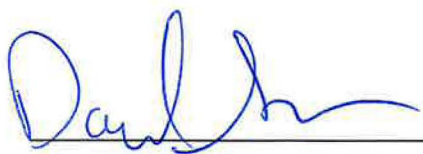
ADOPTED this 12TH day of FEBRUARY, 2025, by the following vote:

AYES: COVINGTON, HOFFMAN, RAMIREZ, SLAWSON, WILLIAMS

NOES:

ABSTAIN:

ABSENT:



Director Daniel Slawson, President of the Board of Directors of the Beaumont-Cherry Valley Water District

ATTEST:



Director Andy Ramirez, Secretary to the Board of Directors of the Beaumont-Cherry Valley Water District

Attachment: Exhibit A Policy 3145 Driver Training and Record Review

responsibilities at its conclusion.

3. A driver employed by the District will be suspended from District driving privileges for one hundred twenty (120) days or as determined by DMV whichever is longer if:
 - a. He/she earns four (4) or more points within thirty-six (36) months other than DUI, reckless driving or speed contest of over 100mph from the current date.
 - b. He/she receives a citation for DUI, reckless driving, or speed contest over 100mph on personal time within thirty-six (36) months from the current date.
 - c. If he/she is involved in two chargeable (resulting in a point violation) accidents within twenty-four (24) months while using the District vehicle or during personal time.
4. A driver employed by the District will be permanently suspended of District driving privileges if:
 - a. He/she receives a citation for DUI, reckless driving, or speed contest over 100mph while driving the District vehicle within thirty-six (36) months from the current date.
 - b. He/she receives another citation for DUI, reckless driving, or speed contest over 100mph on personal time resulting in DMV's suspension or revocation of the employee's driving privilege within thirty-six (36) months from the first citations listed herein.
5. Occasionally, it may be brought to the District's attention that an employee is exposing the District to undue liability through poor driving techniques and habits. All such complaints will be investigated and acted upon accordingly.
6. If an employee's job routinely involves driving the District vehicle and if having driving privileges suspended either temporarily or permanently would impose a hardship on normal District operations, the General Manager or his/her designee may review the employee's case for possible disciplinary action or termination of employment (see Policy 3150 District Vehicle Usage for more information). This includes situations where DMV suspends or revokes an employee's driving privilege for any reason and for any given time frame. The General Manager or his/her designee is not obligated to assign an employee with a suspended or revoked driving privilege to a temporary non-driving duty while the case is being litigated, investigated or reviewed.
7. For the purpose of counting the time frame of the infraction or violation, time is measured backwards from the date of the infraction or violation.
8. The employee is obligated to inform the District through its Human Resources of any infractions incurred resulting in a point violation against his/her driver's license, and any litigation updates as soon as possible.

3145.6 **General Manager.** If the General Manager operates a vehicle on District business or personal time, whether by assignment or through a contractual agreement, and commits any violations outlined in the preceding sections, the full Board may engage an external consultant to investigate the matter. Based on this policy, the Board shall determine and implement the appropriate corrective measures.

3145.7 **Defensive Driver Training:** All employees whose job routinely involves driving the District vehicle shall attend an approved defensive driver training course once every four years. . Department Heads are required to attend courses if driving is part of their essential job function. If required under Section 3145.5 Disciplinary Procedures, the District shall for the Defensive Driving class, including any overtime pay and mileage expenses incurred by the employee.