



BEAUMONT-CHERRY VALLEY WATER DISTRICT AGENDA

560 Magnolia Avenue, Beaumont, CA 92223

MINUTES OF THE PERSONNEL COMMITTEE MEETING

Tuesday, May 20, 2025, at 4:30 p.m.

CALL TO ORDER

Chair Covington called the meeting to order at 4:40 p.m.

ROLL CALL

<i>Directors present:</i>	<i>John Covington, Lona Williams</i>
<i>Directors absent:</i>	<i>None</i>
<i>Staff present:</i>	<i>General Manager Dan Jagers Director of Finance and Administration Sylvia Molina Director of Information Technology Robert Rasha Human Resources Manager Ren Berioso Executive Assistant Lynda Kerney</i>
<i>BCVWD Employee Association reps:</i>	<i>Ericka Enriquez, Luis Lomeli, Andrew Becerra</i>
<i>Members of the Public:</i>	<i>None</i>

PUBLIC COMMENT: None.

ACTION ITEMS

- 1. Adjustments to the Agenda:** Human Resources Manager Ren Berioso identified a handout.
- 2. Acceptance of Personnel Committee Meeting minutes**
 - March 18, 2025 Regular Meeting
 - April 15, 2025 Regular Meeting

The Committee accepted the meeting minutes by the following vote:

MOVED: Williams	SECONDED: Covington	APPROVED
AYES:	Covington, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	None.	

3. Report / Update from BCVWD Employees Association: Employee Association representative Andrew Becerra reported that heat illness prevention procedures were in place due to the hot weather, including water replenishment, and a buddy system. Director Covington asked about heat illness training and the inclusion in the Illness and Injury Prevention Program (IIPP) and Mr. Berioso indicated it is an internal HR training from the American Water Works Association (AWWA) and satisfies the Occupational Safety and Health Administration (OSHA) requirements. Heat illness is also covered in the Emergency Response Committee meetings.

4. Report / Update from BCVWD Exempt Employees: None.

5. Report from Human Resources Department

Human Resources Manager Ren Berioso presented highlights of the report:

- Currently 48 employees
- Two new hires
- Notable anniversaries including Mike Munoz (20 years), Julian Herrera (18 years), and Sylvia Molina (13 years)
- An Engineering Intern position has been posted

The Committee offered congratulations to the new hires.

6. Policies and Procedures Manual Updates / Revisions

Human Resources Manager Ren Berioso presented the proposed revisions to the following policies:

a.	Policy 7007	Remote Access
b.	Policy 7008	Wireless Network Security

a. Policy 7007 Remote Access

Mr. Berioso highlighted the features of the policy applicable to employees working remotely with the approval of the General Manager. It is designed to hold staff accountable and ensure protection from cybersecurity threats and to protect data. He emphasized that District devices are not for personal use for any reason.

b. Policy 7008 Wireless Network Security

Berioso explained the District maintains two wireless networks, one staff, one for visitors or personal staff devices in order to provide separation. Connections for District devices must be approved by IT. Rasha added that this details the current business procedures. The District's approach is conservative, Jagers added.

The Committee recommended Policies 7007 and 7008 for consideration by the Board of Directors by the following vote:

MOVED: Covington	SECONDED: Williams	APPROVED
AYES:	Covington, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	None.	

7. Update on Policy Tracking Matrix

Mr. Berioso reviewed the dashboard, noting that Board policies were recently adopted by the Board and are now more than 50 percent complete. The entire policy project is now at 73.72 percent complete. However if accounting for all the approved policies from the last Board meeting held 5/15/2025, the entire policy progress is at 77.37 percent complete.

The Committee acknowledged the June presentation of policies:

7009	Drone Usage Policy
7010	Electronic Signature Policy
7012	Accessibility Policy

by the following vote:

MOVED: Williams	SECONDED: Covington	APPROVED
AYES:	Covington, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	None.	

8. Risk Management Quarterly Report (Jan-Mar 2025)

Mr. Berioso reminded the Committee of its direction to provide this report including action taken to mitigate risks. He noted that legal counsel and ACWA JPIA play a crucial role in risk management and in promoting a safe and compliant work environment. He discussed the ongoing training programs, and Jagers added that efforts have been doubled.

Director Covington asked questions about ergonomics training in the field, OSHA requirements, and requested a list of the trainings being provided. Jagers advised that HR is trying to assure the team that the District is invested in safety compliance and minimizing issues. Per Mr. Berioso, the Safety training aspect has also been added to new hire onboarding in response to CalOSHA requirements.

In response to Chair Covington, Mr. Jagers explained the four current claims against the District.

9. 2025 Benefits Survey Report (PowerPoint Presentation)

Human Resources Manager Ren Berioso presented the results of the 2025 Employee Benefits Survey, emphasizing its purpose in gauging employee satisfaction and identifying areas for improvement. The survey was completed by 30 out of 43 eligible employees. Most respondents (67%) had over five years of tenure with the District.

Berioso reported that satisfaction with the District's core benefits was generally strong. Medical insurance received 100% high satisfaction, while other offerings such as the Employee Assistance Program, long-term disability, and flexible spending accounts were rated in the mid-satisfaction range. However, some benefits such as Legal Shield ranked

low. Berioso explained the methodology behind satisfaction ratings and highlighted qualitative feedback.

A significant number of staff members expressed interest in a gym membership benefit (30%), enhanced employee perks (30%), and better dental insurance (20%). Other suggestions included having the District contribute to dental and vision coverage, increasing life insurance, and enhancing wellness offerings.

Director Covington referenced the upcoming Memorandum of Understanding (MOU) negotiations, which will begin in 2026. He recalled that topics such as gym memberships had arisen in prior negotiations, and although not adopted, were considered at the time. He acknowledged that progress had been made on some of these fronts, while reinforcing that prior discussions had involved trade-offs. Ideas brought forward during MOU negotiations are often weighed in terms of give-and-take, and he framed the negotiations as a recurring process where proposals must be weighed against financial impacts. Covington highlighted the usefulness of the survey as a foundation for the upcoming bargaining process and encouraged staff to use it as a tool to structure priorities.

A significant portion of Director Covington's commentary focused on the financial implications of expanding employee benefits. He acknowledged the legitimacy of employee concerns, such as the desire for more holidays and enhanced perks, but stressed that every added benefit incurs a cost that ultimately affects ratepayers. He pointed out that BCVWD is a rate-based agency, and any change to benefits must be considered in light of potential increases to customer rates. Covington cited recent customer burden from the rate study and expressed concern about residents reducing water usage to save money, which could negatively impact the District. He acknowledged that BCVWD provides fewer holidays than many other agencies but suggested that other benefits might balance out this discrepancy.

Covington highlighted the importance of staff being aware of both visible and hidden benefits, including those mandated by changes in state law. He noted that recent policy changes, such as updates to sick leave and FMLA, have introduced new obligations and costs to the District that employees may not fully recognize. He emphasized the role of the benefits survey in giving employees a voice, preparing the District for negotiations, and helping staff prioritize their needs and desires.

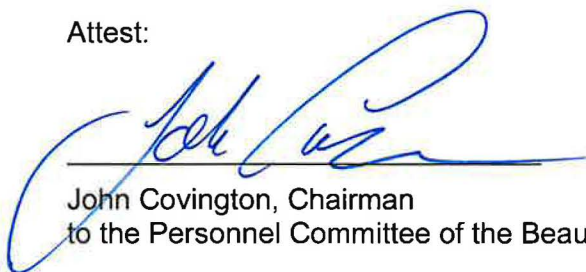
Berioso detailed new initiatives already underway in response to employee feedback. These included the introduction of additional dental plan options, the rollout of a no-cost corporate gym membership partnership with Planet Fitness, and access to the Fun Express (FunEx) employee discount program, all also available to Board members. These initiatives, he noted, were structured to avoid any direct cost to the District.

10. Action List for Future Meetings

- Employee Association topics
- Policy manual updates (ongoing)

ADJOURNMENT: 5:30 p.m.

Attest:



John Covington, Chairman
to the Personnel Committee of the Beaumont-Cherry Valley Water District