



BEAUMONT-CHERRY VALLEY WATER DISTRICT AGENDA
560 Magnolia Avenue, Beaumont, CA 92223

MINUTES OF THE PERSONNEL COMMITTEE MEETING
Tuesday, February 17, 2026, at 4:30 p.m.

CALL TO ORDER

Chair Covington called the meeting to order at 4:35 p.m.

ROLL CALL

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

PUBLIC COMMENT: None.

ACTION ITEMS

1. **Adjustments to the Agenda:** None.
2. **Acceptance of Personnel Committee Meeting minutes**
 - a. January 20, 2026 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:** None.
4. **Report / Update from BCVWD Exempt Employees:** None.

5. Human Resources and Risk Management Report

Human Resources and Risk Manager Ren Berioso presented highlights of the January 2026 report:

- Currently 47 employees
- Notable anniversaries including Joseph Haggin (19 years)
- Two job postings closed on Jan. 5, 2026:
 - Administrative Clerk (Operations/Engineering)
 - Customer Service Representative I (Finance & Administration)
- Turnover Rates:
 - January 2026 monthly turnover: 0%

Chair Covington asked if there had been an increase in the FY 2026 budget to add a position; General Manager Jagers reminded about the added Administrative Clerk position, and the part time position to transition a planned retirement near the end of the year. Ms. Molina noted that there will be a total of 46 when all positions are filled.

6. Policies and Procedures Manual Revisions:

a. Policy 3225 Employee Leave Donations Program and Policy

Human Resources and Risk Manager Ren Berioso presented proposed revisions to Policy 3225 and explained that the policy, originally adopted in 2019, had never been utilized due to restrictive qualification language. He stated that recent circumstances prompted management and HR to revisit the policy with the intent of softening certain provisions while maintaining safeguards to protect the District from liability and misuse. Berioso explained that the revisions were the result of a five-month collaborative effort involving the executive team, department heads, MOU and exempt representatives, and legal counsel.

General Manager Jagers stated that the revisions were largely driven by staff input and recent employee interest in utilizing the program. He emphasized that, while compassion for employees facing catastrophic circumstances is important, the policy must contain sufficient safeguards to prevent abuse. Jagers explained that the General Manager would ultimately serve as the balancing authority in approving or denying requests and must evaluate each situation holistically, including attendance history, prior leave usage, and potential gaming of the system. He noted that while there may be compelling cases warranting support, the District must protect itself from foreseeable misuse and ensure long-term policy sustainability.

The Committee discussed proposed eligibility changes, including expansion of qualifying events to include death of a family member and being a crime victim, and whether probationary employees could be eligible at the discretion of the General Manager. Chair Covington and Director Williams asked clarifying questions regarding probationary status, accrual practices, and review of attendance history. Discussion also addressed safeguards against program manipulation, including review of prior leave cash-outs and examination of up to twelve months of leave usage. Jagers suggested broadening language to allow review of general employment records to ensure adequate discretion in evaluating requests.

Significant discussion occurred regarding the financial mechanics of leave conversion. Staff explained that donated leave would be converted based on the donor's hourly rate to preserve the District's financial neutrality, rather than on a one-to-one hour basis. Chair Covington raised concerns regarding differences between sick leave cash-out at 50 percent value and donation at full value, identifying potential areas of inequity. The Committee also discussed whether donations should be limited to vacation leave rather than sick leave and whether a leave bank model might be preferable. Questions were raised regarding caps on donations, tax implications, payroll administration, and proportional return of unused donated leave. Finance staff confirmed that the administrative tracking was manageable.

President Williams inquired about confidentiality protections. Staff clarified that medical information would not be publicly disclosed and that documentation supporting eligibility would be reviewed by Human Resources and the General Manager, with the burden of proof resting on the requesting employee. Discussion also touched on concerns about potential misuse of donated leave.

Employee representative Luis Lomeli emphasized the importance of balancing compassion. Lomeli asked whether the policy would include a formal request form and formal written response to ensure clarity in approval or denial decisions. He also questioned how denial determinations based on attendance or employment record review would be communicated without being perceived as punitive or as an adverse employment action.

After discussion, Chair Covington stated that additional time was warranted to consider the policy revisions.

The Committee directed staff to bring back the policy revisions to the April 21, 2026 meeting.

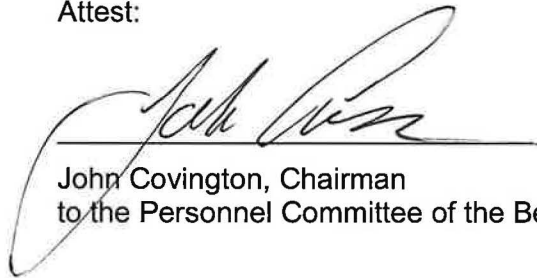
7. Action List for Future Meetings

- Employee Association topics
- Policy manual updates (ongoing)
- Employee Group 2027 Memorandum of Understanding
- Policy 3225 Leave Donation Program (bring back)

8. Next Meeting Date: March 17, 2026

ADJOURNMENT: 5:28 p.m.

Attest:



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