

MINUTES
SPECIAL HUMAN RESOURCES
COMMITTEE MEETING
of the
WEST VALLEY WATER DISTRICT
April 22, 2026

I. CALL TO ORDER

Chair Moore called the Human Resources Committee meeting to order at 6:02 p.m.

Attendee Name	Present	Absent	Late	Arrived
Kelvin Moore	☒	☐	☐	
Estevan Bennett	☒	☐	☐	
John Thiel	☒	☐	☐	
Linda Jadeski	☒	☐	☐	
Haydee Sainz	☒	☐	☐	

II. PUBLIC PARTICIPATION

Chair Moore inquired if anyone from the public would like to speak. No requests were received, therefore Chair Moore closed the public comment period.

III. DISCUSSION ITEMS

1. Updates to the Human Resources Committee

Human Resources and Risk Manager Sainz reported that staff met with Local 12 Union representatives to present and advise them of the proposed reorganization of the Production and Treatment Divisions.

Human Resources and Risk Manager Sainz formally presented Local 12 Union representatives to the Committee.

2. Minutes for the March 11, 2026, Regular Committee Meeting

The Committee approved the minutes as presented

3. Update on Employees on FMLA and Medical Leave

Human Resources and Risk Manager Sainz provided the update.

4. Update on Liability Claims

Human Resources and Risk Manager Sainz provided the update.

5. Update on Workers Compensation Claims

Human Resources and Risk Manager Sainz provided the update.

6. Update on Recruitments

Human Resources and Risk Manager Sainz reported that the Customer Service Representative III position was transitioned to the GIS Technician and the Finance department determined that there is a need for two (2) 1,000-hour staff in customer service. HR will develop a job specification for the CSR 1,000-hours positions. Chief Water Systems Operator-Production and Senior Engineer is under management evaluation. Public Outreach and Government Affairs Representative I is on hold. Board Secretary will close on May 8, 2026. Field Assistant/1,000-hour had two candidates selected and onboarded on April 14, 2026. Senior Accountant second round of interviews took place on April 23, 2026. Customer Service Lead has a start date of April 27, 2026.

7. Inland Empire Black Worker Center's Transformative IE Works Program

Human Resources and Risk Manager Sainz reported that the representatives of the organization mentioned were formally invited to attend the committee meeting and were not present.

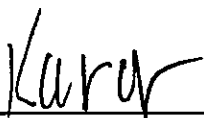
8. Customer Service Representative III replaced by GIS Technician

Human Resources and Risk Manager Sainz reported that Finance reviewed the vacancy created by the CSR III position and determined that the position could be reclassified into the GIS technician position. This adjustment did not increase the total number of full-time positions; and remain at 88. As part of the same review, the two 1,000-hour positions that were in GIS will be shifted to support Customer Service. These roles will follow a Monday-Friday schedule to ensure adequate support throughout the week.

V. ADJOURN

Chair Moore adjourned the meeting at 6:29 p.m.

ATTEST:


Kara Johnson, Acting Board Secretary



Minutes were approved on May 13, 2026, by the Human Resources Committee of the West Valley Water District.

WVWD

Minutes: 04/22/26