



**Board Administrative Committee
August 14, 2019**

SUBJECT:

Human Resources Staffing Status Update for June 2019

BACKGROUND:

Employee headcount as of June 30, 2019, increased to 607 from 605 the prior month. During the month of June the following staffing and personnel changes occurred:

Retirements:

- Customer Service Representative III
- Industrial Engine Technician II

New Hires within Budget Approved Positions:

- Grants and Loans Program Analyst
- Human Resources Technician II
- Water Reclamation Plant Operator in Training - SJVRWRF
- Water Reclamation Plant Operator in Training - TVRWRF

Classification Changes:

- One employee reclassified within their position
- One employee reclassified through competitive reclassification

Internal Position Changes:

- Four employees filled replacement positions

Leave of Absence:

- Seven employees were on a partial or full leave of absence

FINANCIAL IMPACT:

None

STRATEGIC PLANNING GOAL/OBJECTIVE:

Be the employer of choice to attract and retain high performing employees by creating and sustaining a work culture that is safe and ethical, while promoting innovation, and providing opportunities for employee development and advancement.

ENVIRONMENTAL IMPACT:

None

RECOMMENDATION:

Receive and file

SUBMITTED BY:



Paul D. Jones II, P.E., General Manager

8/9/2019



Laura Nomura, Deputy General Manager

8/5/2019

Attachment(s):

Exhibit A - Human Resources Staffing Status Update - June 2019

08/21/19 Board Meeting

Staff Contact: Laura Zamora