

LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT

MEMORANDUM

DATE: JANUARY 25, 2022

TO: BOARD OF DIRECTORS
Lake Arrowhead Community Services District

FROM: NATALIE POTTER, Human Resources Manager
CATHERINE CERRI, General Manager

SUBJECT: HUMAN RESOURCES MANAGER'S 4th QUARTER REPORT

A. RECOMMENDATION

This is an information item only.

B. REASON FOR RECOMMENDATION

This is an information item only.

C. BACKGROUND INFORMATION

This report presents a brief overview of Lake Arrowhead Community Services District (LACSD) Human Resources (HR) Department 4th Quarter.

Each area of HR is represented below:

Summary of Significant Items:

Employee Relations- During the 4th quarter, the District organized a THANKFUL Chili Cook Off. The effort and dedication staff have demonstrated in 2021 is greatly appreciated by management. Staff are dependable and their hard work are paramount to the District's success.

Also, the District had their Annual Employee Service Awards and Recognition. The following staff were recognized:

- Steve Papp 35 years
- Jeff Lewis 20 years

- Phil Jagt 15 years
- Catherine Cerri 10 years
- Brett Barkley 5 years
- Andrew Bennett 5 years
- Zach Holmes 5 years
- Robert Lint 5 years
- Anthony Segura 5 years

Recruitment- With a combination of happiness for her and sadness for the staff, Kasey Brandenberger has decided to retire after 13 years with the District. Kasey's smile will be missed but we wish her best of luck in her retirement.

We are pleased to announce that Kellie Terrett has been promoted to Senior Accountant. Kellie's accounting expertise and attention to detail, along with her six years of District experience, made her an excellent candidate for this position.

Corwin Mossman has moved to the Water Operations Team. We are excited to see him grow and take on his new role.

Additionally, Anthony Segura has been promoted to Engineering Technician as Andrew Bennett moves to the Water Operations Department.

Finally, Neil Orosco has transferred to Wastewater Operations. After 17 years with the District in different roles in Field Operations and Water Operations, Neil will be applying his District knowledge at the Grass Valley Wastewater Treatment Plant.

The Human Resources depart is currently recruiting for Field Operations Worker and Accounting Technician.

Training and Development- Staff have completed required annual training.

Risk Management- During the fourth quarter, the District had a fire at the Willow Creek Treatment Facility. We are working with our insurance program to complete repairs of the structure and replacement of the damaged contents based on the replacement cost value.

The District continues to monitor the COVID-19 pandemic following the Department of Industrial Relations COVID-19 Emergency Temporary Standards.

Management realizes the challenges of these times and are grateful to staff for their dedication. The District continues to maintain 100 percent service reliability.

Employee Benefits and Wellness- The District completed the 2022 Employee Annual Benefits Open Enrollment. ACWA JPIA administration has been very helpful and provides a great resource to staff.

D. FISCAL IMPACT

This is an information item only.

E. ENVIRONMENTAL IMPACT

There is no environmental impact.

F. ATTACHMENTS

None