

LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT

MEMORANDUM

DATE: JANUARY 26, 2021

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 socially distanced THANKFUL Chili Cook Off and showed appreciation by serving staff a Grab n Go Luncheon to recognize the dedication they display.

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

- Mike Blackwood 25 years
- Mica O'Connell 20 years
- Scott Schroder 20 years

- Tony Carricaburu 15 years
- Russ Tolton 15 years
- Francisco Izeta 10 years
- Brett Barkley 5 years
- Daniel Dressler 5 years
- Bobby Martinez 5 years
- Corwin Mossman 5 years
- Ricky Pretzinger 5 year

Recruitment- The District is excited to announce the promotion of Scott Schroder to Engineering Manager. Scott will provide leadership to the Engineering Department and oversight of the District’s Capital Improvement Projects. During his 20 years at the District, Scott has accomplished great things as an Engineering Technician. He has utilized his drafting and design experience on many projects. Over the next month, Scott will be working side by side with Aida Hercules-Dodaro, District Engineer as she will be retiring from the District in February. Michael Thornton from TKE Engineering will fill the role of District Engineer.

Training and Development- Staff have completed required annual training.

Risk Management- Human Resources is prepared for the 2021 Labor & Employment Law updates for California. The new year welcomed in a number of new laws. Below is a brief summary of a few of these laws, which take effect January 1, 2021.

AB 685 (COVID Reporting): This new law requires employers who receive notice of potential exposure to their workforce of COVID-19 to provide specified disclosures to employees within one business day.

SB 1159 — Workers’ compensation: COVID-19: Critical Workers (Effective Sept. 17, 2020) - codifies and supersedes Governor Newsom’s Executive Order N-62-20 (signed May 6, 2020), which created COVID-19 presumptions that an employee’s illness related to coronavirus is an occupational injury and therefore eligible for workers’ compensation benefits if specified criteria are met.

AB 2017 — Sick Leave: Kin Care - provides that when an employee takes sick leave to attend to the illness of a family member, the designation of sick leave is at the sole discretion of the employee.

AB 2992 (Expanded Protections/Domestic Violence, Sexual Assault): Existing law (Labor Code 230-230.1) provides employment protections and certain rights to time off of work for employees who are victims of domestic violence, sexual assault, and/or stalking. AB 2992 expands these laws to cover employees who are victims of “crime” or “abuse.”

SB 1383 – California Family Rights Act - repeals the California New Parent Leave Act (NPLA) and California Family Rights Act (CFRA), and instead implements a new CFRA. Under SB 1383, the CFRA will be expanded to cover any employer with 5 or more

employees. Such employers will be required to grant employees up to 12 workweeks of unpaid protected leave during any 12-month period to bond with a new child of the employee or to care for themselves or a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner. Such employers will also be required to grant up to 12 workweeks of protected leave during any 12-month period due to a qualifying exigency related to the covered active duty or call to covered active duty of an employee's spouse, domestic partner, child or parent in the Armed Forces of the United States.

In addition to the new 2021 laws, the District continues to monitor the COVID-19 pandemic. As the Department of Industrial Relations released COVID-19 Emergency Temporary Standards, the District communicated the COVID-19 Prevention Program to staff. This included the following:

- How to report COVID-19 symptoms, exposures and hazards to the District without fear of reprisal
- COVID-19 hazards in the workplace and the employer's policies and procedures to address them
- How the employee can obtain testing for COVID-19, such as through the District based testing program, or through the local health department, a health plan, or at a community testing center
- Notice of potential exposure to COVID-19
- Cleaning and disinfection protocols
- How to participate in workplace hazard identification and evaluation

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 2021 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