

LEUCADIA WASTEWATER DISTRICT
Minutes of a Human Resources Committee Meeting
September 26, 2016

A meeting of the Human Resources Committee (HRC) of the Leucadia Wastewater District (LWD) was held Monday, September 26, 2016 at 8:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Director Hanson called the meeting to order at 8:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Kulchin and Hanson

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Richard Duffey, Administrative Services Supervisor Trisha Hill, and Executive Assistant Tianne Baity

3. Public Comment

No public comment was received.

4. New Business

A. Discussion of Leucadia Wastewater District (LWD) Employee Compensation.

GM Bushee presented the item stating that this meeting is a follow-up to the discussion regarding LWD's compensation at the June 2016 Board of Directors meeting.

GM Bushee provided background information on LWD's compensation program. He also provided a handout on agencies similar to LWD based on population, number of accounts, service area size, miles of pipeline, number of employees and personnel budget figures. Director Hanson asked why San Elijo Joint Powers Authority (SEJPA) was not included on this handout. GM Bushee answered that the handout reflects agencies that generally operate collection systems similar to LWD. Director Kulchin stated that the handout is the best comparison he has seen between LWD and similar agencies.

GM Bushee noted that LWD keeps staff lean in order to maximize efficiency and minimize personnel costs. He also noted that LWD's goal is to provide a high level of service in a cost effective manner while maintaining an outstanding environmental record.

Director Hanson voiced concern that sewer rate increases go towards the personnel budget. GM Bushee responded that rate increases cover all LWD operating and capital expenses. GM Bushee presented several PowerPoint slides showing both staff and Board compensation trends. He noted that both trends have been relatively

flat over the past 6 years. Director Kulchin asked if rate increases go to support the needs and the infrastructure of the District. ASM Duffey answered affirmatively.

Director Hanson stated that she would like an efficiency study conducted that looks at how LWD spends money. She said that she is concerned about the way things are done at LWD and why LWD pays more in compensation than other Districts. She stated that she would like the efficiency study to be an overall evaluation of the entire District.

Director Kulchin stated that he is not in agreement with conducting an efficiency study as it would be too expensive. He stated that LWD has a tight knit, productive, effective team with high moral, minimum spills and accidents, which stays within budget and therefore he can't warrant an efficiency study.

Following discussion, the HRC recommended that staff research and provide price estimates for an efficiency study focusing on the areas of finance, staffing, job descriptions, human resources, operations, risk management, capital expenditures, board expenditures and consultant expenditures.

GM Bushee stated that staff would research price estimates for an efficiency study and set a date for another HRC meeting so that staff could report back on the pricing.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. Adjournment

Director Hanson adjourned the meeting at 9:35 a.m.



Paul J. Bushee
Secretary/General Manager
(Seal)