



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

PERSONNEL COMMITTEE MEETING MEETING MINUTES March 14, 2025 – 9:00AM

The Hidden Valley Lake Community Services District (District) Emergency Preparedness Committee met at the District office located at 19400 Hartmann Road Hidden Valley Lake, California.

Present:

Director Millerick
Director Metcalf

Staff Present:

Alyssa Gordon, Interim General Manager
Penny Cuadras, Administrative Services Manager

CALL TO ORDER

The meeting was called to order at 9:01 a.m. by Director Millerick.

APPROVAL OF AGENDA

Motion by Director Metcalf to approve the March 11, 2025, Personnel Committee Agenda as presented.
Second by Director Millerick.

DISCUSSION AND POSSIBLE RECOMMENDATION:

Utility Supervisor Job Description and Salary

Committee Recommendation: Board approval to include the Classification of the Utility Supervisor job description in the Salary Study.

DISCUSSION AND POSSIBLE RECOMMENDATION:

2025-2026 District Salary Compensation Study

Committee Recommendation: Board approval of HR Dynamics proposal to conduct the 2025-2026 Salary Compensation Study.

DISCUSSION AND POSSIBLE RECOMMENDATION:

Field Staffing

Committee Recommendation: Board approve that re-structure of the Organization Chart to address Field Staffing need.

PUBLIC COMMENT

No Public Present

COMMITTEE MEMBER COMMENT

Committee updated on junk removal at the WWTP.

ADJOURNMENT

Motion by Director Metcalf to adjourn the meeting at 10:05 a.m.
Second by Director Millerick.

Meeting adjourned at 10:05 a.m.

