

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING

MEETING DATE(S): JANUARY 11 & 16, 2024

FROM: ORIANA HOFFERT – HUMAN RESOURCES
MANAGER

FOR: ACTION X DIRECTION _____ INFORMATION _____



RESOLUTION NO. 2024-02 – AMENDING RESOLUTION NO. 2023-16; REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS

STAFF RECOMMENDATION

Adopt Resolution No. 2024-02 amending Resolution No. 2023-16; updating Mission Springs Water District (MSWD) Personnel Rules and Regulations.

SUMMARY

The MSWD Personnel Rules and Regulations was most recently updated in August 2023, when the MSWD Board of Directors (Board) adopted Resolution No. 2023-16, rescinding all previous resolutions related to Personnel Rules and Regulations and adopting updated District Personnel Rules and Regulations. In order to ensure that the District is in full compliance with laws implemented by state and federal agencies, the District regularly review and revises the Personnel Rules and Regulations. The revised Personnel Rules and Regulations include updates to existing policies to comply with new laws which became effective in January 2024.

Nevertheless, local, state, and/or federal laws frequently change, which may further impact the District Personnel Rules and Regulations. As an employer, the District must comply with these new laws, which in some instances are effective immediately or retroactively. As such, to more timely comply with changes in state and/or federal laws, Resolution 2024-02 authorizes future amendments to the Personnel Rules and Regulations, as needed, at the administrative level. Staff will continue to report such changes to the Board at the next available Board meeting to ensure that the Board remains informed and up to date.

Exhibit “A” outlines currently proposed amendments to the MSWD Personnel Rules and Regulations.

FISCAL IMPACT

None

ATTACHMENTS

Resolution No. 2024-02
Exhibit “A” Revisions to Personnel Rules and Regulations

FINANCIAL DATA		
Cost Associated with this action:	0	
Current FY cost:		
Future FY cost:	-0-	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:	N/A	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	N/A	
BID/Job#	N/A	
Current BID/Job balance	N/A	
Balance remaining if approved:	N/A	

