



Approved: September 10, 2026

Personnel Committee Meeting

ACWA JPIA
2100 Professional Drive
Roseville, CA 95661
(916) 786-5742

June 3, 2026

This meeting consisted of a simultaneous Zoom teleconference call at the ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661 and the following remote sites:

- McDonald – 254 E Valley Street, San Bernardino
- Rupp – 2305 Nottingham Drive, Valparaiso, Indiana
- Lu-Yang - 500 N. Brand Blvd. Suite 1850, Glendale
- Hastey - 3000 Plumas Arboga Road, Plumas Lake

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District
Vice Chair: J. Bruce Rupp, Humboldt Bay Municipal Water District
Brent Hastey, Reclamation District 784
Szu Pei Lu-Yang, Rowland Water District

MEMBERS ABSENT

None

STAFF PRESENT

Chief Executive Officer/Secretary: Adrienne Beatty
Chimene Camacho, Senior Executive Assistant (Recording Secretary)
Jennifer Jobe, Deputy Executive Officer (*joined at 10:06 AM*)
Tony Waterford, Director of People and Culture

OTHERS

Kellie Murphy, Johnson Schacter & Lewis
Carol Lee Gonzales-Brady, Rancho California Water District
Chris Kapheim, Kings River Conservation District
Scott Ratterman, Calaveras County Water District
Randall Reed, Cucamonga Valley Water District
David Wheaton, Citrus Heights Water District (*joined at 10:02 AM*)
Mary Egan, MRG Solutions (*joined at 10:04 AM; left at 10:31 AM*)
Steve Rymer, MRG Solutions, (*left at 10:31 AM*)

WELCOME, CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 10:00 AM and announced there was a quorum.

PUBLIC COMMENT

As the agenda stated, members of the public would be allowed to address the Personnel Committee on any agenda item prior to the Committee's decision on that item. Comments on any issues on the agenda, or not on the agenda, were also welcomed. None were noted.

ADDITIONS TO AND DELETIONS FROM THE AGENDA

None

I. APPROVAL OF MINUTES

Chair McDonald called for approval of the minutes of the January 21, 2026, meeting.

M/S/C (Rupp/Hastey) (Hastey-Yes; Lu-Yang-Yes; Rupp-Yes; McDonald-Yes): That the Personnel Committee approve the minutes of the January 21, 2026, meeting.

II. REVIEW STAFF ACTIVITIES

Mr. Waterford provided an update on staff events and activities since the last Personnel Committee meeting. Highlights included staff social and wellness activities, events, and training classes, including an all-staff training on the new C4E Mid-Year Employee Performance Appraisal Process; a mandatory training titled Public Service – Understanding the Roles and Responsibilities of Public Employees; a Baby Sprinkle celebration for Kenzie Lundy; a Leadership Strategic Planning Session; and the month-long “Walk for Wellness,” event that culminated in the JPIA’s annual walk from the JPIA offices to Maidu Park and back.

III. REVIEW STAFFING STATUS

Mr. Waterford provided an update on staffing changes since the last Personnel Committee meeting. He reported that Joe Rumenapp joined the organization as IT Manager and Brian Davis as Workers’ Compensation Claims Adjuster III. He also noted the following employee promotions: Jennifer Jobe to Deputy Executive Officer, Tony Waterford to Director of People and Culture, and Sara Clonce to Workers’ Compensation Examiner II.

Additional details and an updated organizational chart were included in the meeting packet.

IV. REVIEW RECRUITMENT STATUS

Mr. Waterford reviewed the upcoming and current recruitments.

Replacement Positions	Department	Status
Claims Examiner II	Workers' Compensation	Interviews Completed
Risk and Safety Technician	Risk Control	Paused
Human Resources Manager	Human Resources	Active
Business Data Analyst	Employee Benefits	Active
Employee Benefits Manager	Employee Benefits	Active
Administrative Assistant I/II	Employee Benefits	Not yet started
HR Assistant/Administrative Assistant II/III	Human Resources	Not yet started

Mr. Waterford also reported that recruitment for the Member Services Manager position has been delayed due to other higher-priority recruitments. He further noted that the Director of Member Outreach position has been reclassified as the Director of People and Culture position, and recruitment for the vacant Director position has been postponed pending further evaluation of the organization's operational needs.

V. REVIEW AND MAKE RECOMMENDATION ON UPDATED SALARY SCHEDULE

Ms. Beatty reported that the JPIA's performance appraisal process takes place from July through September, with merit increases effective October 1. Beginning in 2025, and to support timely and effective budgeting, the CEO presents the annual Salary Schedule for approval in June rather than September. This change allows the Executive Committee to take action prior to the start of the appraisal process.

Staff recommended a 3.0% increase to the salary ranges, based in part on a 3.0% CPI adjustment for the Western/Pacific Region (March–March). An updated Fiscal Year 2026–27 Salary Schedule reflecting the proposed increase to all salary ranges was included in the meeting packet.

M/S/C (Hastey/Rupp) (Hastey-Yes; Lu-Yang-Yes; Rupp-Yes; McDonald-Yes): That the Personnel Committee recommend to the Executive Committee approval of the updated Salary Schedule, as presented.

VI. 2026 CEO CONTRACT NEGOTIATION AND PERFORMANCE REVIEW PROCESS

Ms. Egan and Mr. Rymer, consultants assisting the Executive Committee with the CEO annual performance review and compensation process, reviewed the proposed 2026-27 CEO Performance Review process and timeline. The process includes a 360-degree feedback component beginning in May, followed by a CEO self-evaluation and Executive Committee member interviews to be conducted in June and July. Final recommendations will be presented for consideration at the September 25, 2026, Executive Committee meeting.

Chair McDonald appointed an Ad Hoc CEO Performance Evaluation and Compensation Review Committee consisting of herself and Directors Hastey, Ratterman, and Wheaton. The Ad Hoc Committee will meet between June and August and plans to provide a recommendation to the Personnel Committee at its September 11, 2026, meeting.

VII. NEXT MEETING DATE

The Personnel Committee is scheduled to meet next on September 11, 2026.

The Personnel Committee meeting adjourned at 10:33 AM.