



**FALLBROOK PUBLIC UTILITY DISTRICT
MEETING OF THE PERSONNEL COMMITTEE**

**THURSDAY, OCTOBER 14, 2021
10:00 A.M.**

**FALLBROOK PUBLIC UTILITY DISTRICT
990 E. MISSION RD., FALLBROOK, CA 92028
PHONE: (760) 728-1125**

AGENDA

PURSUANT TO THE STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM AND IN ORDER TO PROMOTE SOCIAL DISTANCING DURING THE EVOLVING COVID-19 PANDEMIC, THIS MEETING WILL BE CONDUCTED VIA WEB AND TELECONFERENCE PURSUANT TO GOVERNMENT CODE SECTION 54953(E)(1)(a), WHICH WAIVES CERTAIN TELECONFERENCING REQUIREMENTS IN CERTAIN CIRCUMSTANCES, USING THE BELOW INFORMATION. HOWEVER, MEMBERS OF THE PUBLIC MAY ALSO PARTICIPATE IN THIS MEETING BY ATTENDING IN PERSON AT THE DISTRICT OFFICE LOCATED AT 990 E. MISSION RD., FALLBROOK, CA 92028. MEMBERS OF THE PUBLIC WHO DO NOT WISH TO ATTEND IN PERSON ARE ENCOURAGED TO PARTICIPATE IN THE COMMITTEE MEETING VIA WEB CONFERENCE USING THE BELOW CALL-IN AND WEBLINK INFORMATION

Join Zoom Meeting

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PUBLIC COMMENTS: Members of the public may submit public comments and comments on agenda items in one of the following ways:

SUBMIT COMMENTS BEFORE THE MEETING:

- By emailing to our Board Secretary at leckert@fpud.com
- By mailing to the District Offices at 990 E. Mission Rd., Fallbrook, CA 92028
- By depositing them in the District's Payment Drop Box located at 990 E. Mission Rd., Fallbrook, CA 92028

All comments submitted before the meeting by whatever means must be received at least 1 hour in advance of the meeting. All comments will be read to the Board during the appropriate portion of the meeting. Please keep any written comments to 3 minutes.

REMOTELY MAKE COMMENTS DURING THE MEETING: The Committee Chair will inquire prior to Board discussion if there are any comments from the public on each item.

- Via Zoom Webinar go to the "Participants List," hover over your name and click on "raise hand." This will notify the moderator that you wish to speak during oral communication or during a specific item on the agenda.
- Via phone, you can raise your hand by pressing *9 to notify the moderator that you wish to speak during the current item.

MAKE IN-PERSON COMMENTS DURING THE MEETING: The Committee Chair will inquire prior to discussion if there are any comments from the public on each item, at which time members of the public attending in person may make comments.

THESE PUBLIC COMMENT PROCEDURES SUPERSEDE THE DISTRICT'S STANDARD PUBLIC COMMENT POLICIES AND PROCEDURES TO THE CONTRARY.

If you have a disability and need an accommodation to participate in the meeting, please call the Board Secretary at (760) 999-2704 for assistance.

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT

II. ACTION / DISCUSSION -----(ITEM A)

A. PROPOSED HIRING BONUS AND RELOCATION PROGRAM TERMS

III. ADJOURNMENT OF MEETING

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DECLARATION OF POSTING

I, Lauren Eckert, Executive Assistant/Board Secretary of the Fallbrook Public Utility District, do hereby declare that I posted a copy of the foregoing agenda in the glass case at the entrance of the District Office located at 990 East Mission Road, Fallbrook, California, at least 72 hours prior to the meeting in accordance with Government Code § 54954.2(a).

I, Lauren Eckert, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

October 5, 2021
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

M E M O

TO: Personnel Committee
FROM: Lisa Chaffin, Human Resources Manager
DATE: October 14, 2021
SUBJECT: Proposed Hiring Bonus and Relocation Program Terms

Purpose

To obtain approval for the proposed general terms of a hiring bonus and relocation program for certain prospective employees for positions the District has challenges filling.

Summary

Attracting and retaining qualified employees has become an increasing challenge over the last year, with no end in sight. The District often competes with other local agencies for the same talent pool, especially those with specialized certifications as required for so many similar industry-specific positions. Having a hiring bonus and relocation program in place could potentially serve as a useful tool to help attract high-caliber candidates who reside outside of San Diego County or possibly in another state.

A few of the key components of the program, which would be at the General Manager's discretion, would include the following:

1. Site visit covered at the District's expense in certain instances for a finalist for a position. This would allow the potential employee an opportunity to travel to Fallbrook and spend up to two days touring the District facilities, the community, schools and housing options.
2. Lump sum payment to cover moving/relocation expenses for a new employee who moves within an hour response time of the District's main office.
3. Signing bonus up to 10% of the position salary, depending on the position and difficulty to fill and/or as an additional incentive to persuade a reluctant candidate to accept the District's conditional employment offer. It is anticipated that the bonus would typically be between \$3,000 - \$5,000.

Options 2 and 3 would include a payback agreement requiring 100% payback to the District if the employee voluntarily leaves District employment within 2 years.

Budgetary Impact

The budgetary impact is unknown at this time; however, since these conditions would only be used for budgeted positions that are remaining vacant for extended periods it is anticipated the relocation and/or hiring bonus would be offset by the extended vacancy of the position..

Recommended Action

Staff recommends approving the proposed relocation hiring bonus and relocation program terms. The terms will be incorporated into the District's personnel regulations.