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MONTEREY REGIONAL
WASTE MANAGEMENT DISTRICT
Home of the Last Chance Mercantile

FELIPE MELCHOR

General Manager

GUY PETRABORG, P.E., G.E.
Director of Engineering & Compliance

HELEN RODRIGUEZ
Director of Finance & Administration

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Director of Operations

ZOE SHOATS
Director of Communications

ROBERT WELLINGTON
Legal Counsel

PERSONNEL COMMITTEE MEETING
AGENDA

Wednesday, March 2, 2022

10:30 a.m.

Bales Boardroom

14201 Del Monte Blvd., Monterey County, CA

Please Note: The meeting will be held virtually via Zoom and is compliant with California Government Code Section 54953(e)(1)(A), with Governor Newsom's executive Order N-29-20 and with the Recommendation of the Monterey County Health Official dated September 22, 2021, regarding social distancing including remote meetings of legislative bodies, which together allow local legislative bodies to hold public meetings electronically or via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and address the local legislative body to avoid public gatherings, and which suspended all contrary provisions of the Brown Act, and as a regular meeting, To join the zoom webinar, click on this link: <https://us02web.zoom.us/j/87898432938> copy/paste the link into your browser, or type the link into your browser. If your computer does not have audio, you will also need to join the meeting via phone. To participate via phone, please call: 1-669-900-9128; Meeting ID: **878 9843 2938** Public Comments: if you are unable to participate virtually or via telephone, you may also submit your comments by e-mailing them to igonzales@mrwmd.org with one of the following subject lines "Public Comment Item #" (insert the item number relevant to your comment) or "Public Comment - Non Agenda Item". Comments must be received by 4:00 p.m. on Tuesday, March 1, 2022. All submitted comments will be provided to the Board and may be read into the record or compiled as part of the record.

CALL TO ORDER

ROLL CALL AND ESTABLISHMENT OF QUORUM

PUBLIC COMMUNICATIONS

Anyone wishing to address the Committee on matters *not* appearing on the Agenda may do so now. *Please limit comments to a maximum of three (3) minutes.* The public may comment on any other matter listed on the agenda at the time the matter is being considered by the Board.

ITEMS FOR COMMITTEE CONSIDERATION, DISCUSSION AND ACTION

1. Ad Hoc Rebranding Committee Recommendation of Proposed New District Name, Logo and Slogan.
2. Strategic Planning Update
3. Employee Wellness Program
4. Director of Operations Recruitment
5. Fiscal 2023 Budget Assumptions

GM COMMUNICATIONS

CLOSED SESSION –

As permitted by Government Code Section 54956 et seq., the Board may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the District's Meyers-Milias-Brown Act representative.

1. Conference with Property Negotiators

Property: Landfill Site Space/Capacity

District Negotiators: Felipe Melchor, Tim Brownell, Guy Petraborg, Helen Rodriguez and Garth Gregson

Terms Being Negotiated: Price and Terms of Payment

Negotiating Party #1: Waste Connections, Inc.

Negotiating Party #2: Premier Recycling and Waste, LLC

ADJOURNMENT

NEXT MEETING DATE: Wednesday, April 6, 2022 10:30 a.m.

This agenda was posted at the District offices at 14201 Del Monte Blvd, Monterey County, CA. Staff reports and additional information regarding these agenda items are available on the District website (www.mrwmd.org) and at the District offices during regular business hours (additional fee for copying). All meetings are open to the public. The District does not discriminate against persons with disabilities and the Boardroom is wheelchair accessible. Recordings of meetings can be provided upon request. To request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call Ida Gonzales at (831) 384-5313 or e-mail: igonzales@mrwmd.org. Requests must be made at least 48 hours in advance of the meeting.



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: February 25, 2022
TO: Personnel Committee
FROM: General Manager
SUBJECT: Personnel Committee Meeting of March 2, 2022

ITEMS FOR COMMITTEE CONSIDERATION, DISCUSSION AND ACTION

1. **Ad Hoc Rebranding Committee Recommendation of Proposed New District Name, Logo and Slogan**

The Ad-Hoc Committee will provide an update on the rebranding process with a presentation by Boots Road Group on the recommended rebrand that has been developed to include a new name, logo and slogan.

Recommendation: Information Only

2. **Strategic Planning**

The General Manager, Felipe Melchor, will provide an update on the meeting of February 25, 2022 with the District's facilitator, Catherine Hambley on the strategic plan.

Recommendation: Information Only

3. **Employee Wellness Program**

Please refer to the enclosed memo from Berta Torres, Human Resources Manager on the Employee Wellness Program.

Recommendation: Information Only

4. **Director of Operations Recruitment**

Berta Torres, Human Resources Manager will provide an update on the recruitment of the new Director of Operations at the meeting.

Recommendation: Information Only

5. **Fiscal 2023 Budget Assumptions**

Please refer to the enclosed Fiscal 2023 Budget Assumptions. Garth Gregson, Finance Manager will provide a summary of the enclosed Budget Assumptions at the meeting.

Recommendation: Information Only

GENERAL MANAGER COMMUNICATIONS

CLOSED SESSION -

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Negotiating Party #1: Waste Connections, Inc.

Negotiating Party #2: Premier Recycling and Waste, LLC

RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

Please note: A report out and announcement concerning the closed session will be provided to anyone requesting same by emailing igonzales@mrwmd.org.

ADJOURNMENT

Respectfully submitted,


A handwritten signature in blue ink, consisting of a stylized 'F' and 'M' connected together.

Felipe Melchor



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by:  Date: 2-25-22
General Manager

DATE: February 25, 2022
TO: Personnel Committee
FROM: Berta R. Torres, HR Manager
SUBJECT: Employee Wellness Program

RECOMMENDATION: Informational Only

BACKGROUND & DISCUSSION

As part of the 2021 Employee Wellness Fair, employees were invited to participate in biometrics health screening administered by Montage Health. The screening included checking blood-sugar levels, blood pressure, cholesterol level and weight. Individual results were presented to each employee confidentially by a health coach during a 1:1 consultation the day of the event. During the 1:1 consultation, the health coach also shared strategies for improving each person's overall health.

Approximately one-third (1/3) of District employees participated in the health screening, representing a good sampling of our employee population. While the District does not see individual results, Human Resources does receive a summary of the aggregate results as shown on Attachment A, along with recommendations for supporting employees improve their overall health. Results show the top risk factors for our employees to be:

- Elevated Blood Pressure
- Weight & BMI (obesity)
- Elevated Blood Glucose (Prediabetes)
- Stress and Depression

The good news is that the results also show that 66% of participants are ready to make a change in the area of nutrition, which incidentally correlates directly to the risk factors identified above. To support employee health and wellness, we are developing a new employee wellness program that, at least initially, will have a focus on nutrition in managing our overall health. We will be seeking input from frontline employees as we develop the program and have formed an Employee Wellness Committee with representatives from various operations departments. Some of the decision for the Committee to consider are:

- New vending machines - types of food options to offer.
- Recommend menu items to Caballos Catering for healthy lunch options, partially subsidized by the District to encourage healthy eating.
- Lunch & Learn workshops – topics of interest and types of experts to invite to facilitate.
- How to promote/encourage utilization of the Employee Assistance Program.

FISCAL IMPACT

Funding for the Wellness Program will be included in the FY 2022/23 budget and is projected to be between \$15,000.00 - \$20,000.00.

CONCLUSION

The Personnel Committee's questions, comments and input is appreciated and will be taken into consideration as staff develops and implements the District's Employee Wellness Program.

Respectfully,



Berta R. Torres



2021 SUMMARY OF FINDINGS

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

2021 AGGREGATE REPORT (N=33) 16 MALE, 17 FEMALE

TOP BIOMETRIC RISK FACTORS

- Elevated Blood Pressure
- Weight & BMI
- Elevated Blood Glucose (Prediabetes)
- Stress & Depression

AREAS OF OPPORTUNITY

- Weight Management (91% BMI \geq 30)
- Hypertension (39% BP \geq 140/90mmHg)
- Pre-Diabetes (61% at risk)
- Physical Activity (58% reported low activity level)
- Nutrition (61% reported having a high fat diet)
- Stress (31% of all men reported having high stress)
- Depression (24% of all women reported being clinically depressed)

READINESS FOR CHANGE (WOULD LIKE TO MAKE A CHANGE RIGHT NOW)

- Nutrition (66%)
- Weight Management (37%)
- Exercise (60%)

2019 vs. 2021 COHORT SUMMARY

Improvements:

- Hypertension decreased
- Stress & Depression decreased

Areas of Opportunity:

- Obesity increased
- Prediabetes increased



Wellness Portal – Event Participation (2021)

Active Users

- *Total* 38

Page Views

- *Results Now* 3
- *Challenges* 0
- *E-Learning* 0

Logins

- *Total* 2
- *Unique* 1

Action Plan

- **Weight Management (91% are overweight or obese)**
 - Participate in free Wellness challenges and nutrition *Spanish* webinars
 - Participation with the Blue Zone's walking "Moais" and other community events
 - Cooking Demo with a dietician (Preparing healthy meals)
 - Have healthier options with your vending machines (Eliminate sugary drinks)
 - Farmers Market basket delivery to breakroom
- **Pre-Diabetes (61% have elevated blood glucose)**
 - Review free *Spanish* portal – sign up for webinars and quizzes
 - Promote free enrollment in a Pre-Diabetes Prevention Program includes coaching
 - Provide additional prevention education and awareness – Lunch & Learns
 - Host frequent Glucose or A1C testing
- **Physical Activity Initiatives (58% report low activity level)**
 - Engage more people in the Wellness challenges, provide generous rewards
 - Provide a subsidized gym memberships (Montage Wellness Center – a few miles away)
 - Start each day with a stretching routine with fun music
- **Pre-Hypertension (39% have elevated blood pressure)**
 - Start Hypertension prevention program – Available on dedicated *Spanish* portal
 - Provide additional prevention education and awareness – Lunch & Learn
 - Host frequent BP checks
- **Stress & Depression**
 - Start a free stress management program – Available on dedicated wellness portal
 - Promote your EAP services that your carrier provides



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: February 24, 2022
TO: Personnel Committee
FROM: Accounting Manager
SUBJECT: Fiscal 2023 Budget Assumptions

Attached is a summary of the assumptions that will be included in the fiscal 2023 District budget. These will be reviewed at the Finance and Personnel Committee meetings on March 2.

- Total tons received expected to increase from fiscal 2022 due to tons being delivered by a San Jose customer. Additional tons received will likely be in excess of 100k tons.
- Other regional tonnage expected to be at the same level as fiscal 2022.
- No changes to tip fees other than new agreements with the Santa Cruz county regional customers, Refuse rate increases to \$50.00/ton on July 1, 2022.
- Total tip fee revenue expected to increase over 10% compared to fiscal 2022.
- MRF revenue (product sales, processing fees & CRV reimbursements) expected to remain at the same levels as fiscal 2022 as commodity prices are expected to remain at price levels the District has seen in Q4 of calendar 2020 and the beginning of calendar 2021.
- Power revenue expected to be at the same projected level of fiscal 2022.
- Total headcount expected to increase by 1 FTE's to 116.

Respectfully submitted,

Garth Gregson