

MEMO



Meeting Date: June 27, 2025

To: Personnel Committee
From: Director of Human Resources, Berta R. Torres
Approved by: General Manager, Felipe Melchor

Subject: Review Personnel Policies Concerning Work Performance, Reviews and Employee Classifications and Pay Schedules

RECOMMENDATION

Review Personnel Policies on employee work performance, reviews and Employee Classifications and Pay Schedules and provide further direction to staff.

BACKGROUND AND DISCUSSION

On May 7, 2025, during review of the draft FY 2025/26 Annual Budget and more specifically during a discussion related to a proposed pay increase for the Director of Engineering, the Personnel Committee inquired about personnel policies related to employee performance reviews and pay increases. Staff informed the Personnel Committee that ReGen's personnel policies allow for pay merit increases within the 6-step Employee Classification & Pay Schedules, contingent on satisfactory performance.

Attachment A includes ReGen Monterey's personnel policies concerning employee work performance, reviews and pay increases, for the Personnel Committee's review and further direction to staff.

FISCAL IMPACT

N/A

CONCLUSION

Staff requests the Personnel Committee review the enclosed policies on employee Work Performance Reviews and Employee Classification and Pay Schedules. Committee to give additional guidance if any concerns with the Policy.

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