



AUGUST 24, 2026 - Board of Directors

Prepared By: President Mendez

Submitted By: President Mendez

Approved By: Reymundo Trejo

ACTION ITEM

CONSIDER ADOPTION OF RESOLUTION NO. 08-24-1102 REQUIRING MV CHENG & ASSOCIATES TO PREPARE AND PRESENT REPORTS REGARDING DISTRICT RECRUITMENT AND HIRING PROCESSES

SUMMARY:

The District retained MV Cheng & Associates and a Human Resources Consultant to coordinate recruitment and hiring activities for several District positions, including Board Secretary, Administrative Services Director, Human Resources Analyst, Senior Accountant, Management Analyst, and Finance Director.

The Board of Directors has requested additional information concerning the structure, administration, and results of these recruitment efforts. Of particular concern are two unsuccessful recruitment attempts for the Finance Director position and the timing and extent of information provided to the Board regarding those efforts. The Board also seeks to verify work performed under the applicable consulting agreement before authorizing payment of outstanding invoices.

Resolution No. 08-24-1102 would direct MV Cheng & Associates, Misty Cheng, and Human Resources Consultant Lisa Carter to prepare a separate written report for each District position assigned to them for recruitment or hiring. Each report must identify and describe:

1. The position assigned for recruitment or hiring;
2. The hiring structure used;
3. The names and positions of interview panel members and how each member was selected;
4. The criteria used to screen applicants, select candidates for interviews, conduct interviews, and identify finalists;
5. Relevant notes, evaluation forms, scoring documents, and hiring materials, subject to applicable confidentiality and disclosure requirements;
6. The number of applicants, qualified applicants, candidates interviewed, and finalists, together with a legally permissible summary of finalist characteristics and the reasons for hire or non-hire; and
7. A timeline identifying key dates, milestones, communications, and decision points for each recruitment effort.

The written reports must be submitted to the District by September 21, 2026, at 5:00 p.m. The consultants would also be required to present their findings to the Board at its regular meeting on September 28, 2026, beginning at 10:00 a.m.

The presentation would be conducted in public session to the fullest extent permitted by law. Confidential personnel information, attorney-client privileged information, and other legally protected materials would be reviewed in closed session when authorized by applicable law.

The resolution further directs the District to halt payment of outstanding invoices until the required reports and supporting information are provided. The Interim General Manager, Legal Counsel, and District staff would be authorized to communicate the Board's direction and take the actions necessary to obtain compliance.

FISCAL IMPACTS:

Adoption of the resolution would temporarily suspend payment of outstanding invoices submitted by MV Cheng & Associates until the reporting and documentation requirements established by the Board are satisfied. The total amount of invoices affected should be confirmed by District staff. Any final payment determination would remain subject to verification of services performed, contract requirements, and legal review.

RECOMMENDED MOTION:

Adopt Resolution No. 08-24-1102 requiring MV Cheng & Associates to prepare and present reports on recruitment, screening, interviewing, and hiring processes for District positions, including the Finance Director.

EXHIBITS:

[Resolution No. 08-24-1102](#)