



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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MINUTES OF PERSONNEL COMMITTEE

The Personnel Committee held a meeting at the District Office, 1072 Tico Road April 28, 2016, beginning at 5:35 p.m.

COMMITTEE MEMBERS PRESENT: William M Stone
Peter M. Kaiser, Chairman

COMMITTEE MEMBERS ABSENT: Stan Greene

STAFF PRESENT: Jeff Palmer, General Manager
Brenda Krout, Administrative Officer

1. **Select Chairman For The Committee**

Director Kaiser was selected to serve as Chairman of this Committee.

2. **Public Comment**

None

FOR DISCUSSION & RECOMMENDATION

3. **Cost-of-Living Salary Adjustment – Resolution No. 2016-04**

Staff presented information showing that the Consumer Price Index (CPI) for the Los Angeles Area had increased by 2.4 percent over the 12-month period ending February 2016. It was discussed that the District has historically used the Los Angeles Area CPI change from February to February as a basis for cost-of-living (COLA) salary adjustments for employees.

Mr. Palmer explained that in February 2015 the CPI was 0.1 percent so there was no COLA in fiscal year 2015-2016 and the 2015-16 & 2016-17 2-year budget was developed and adopted with no funds allocated for a COLA. Consequently, staff is recommending funds from the Contingency & Stabilization Reserve be utilized to fund a 2.4 percent COLA for fiscal year 2016-2017.

The Committee discussed and reviewed the history of the CPI changes over the past few years.

The Committee unanimously supported presenting a recommendation to the Board to approve a 2.4 percent cost-of-living salary adjustment (COLA) to District employees, excluding the General Manager, for fiscal year 2016-2017 effect July 3, 2016, and funding the COLA with a transfer from the Contingency & Stabilization Reserve.

FOR DISCUSSION & REVIEW

4. **General Discussion**

a. Audience

None

b. Committee Members

None

c. General Manager

Mr. Palmer reported that in response to Directors' comments at the April Board Meeting expressing a desire to show appreciation to District staff for their outstanding work, including taking on added workloads related to the District's new programs, another order of District apparel will be completed in the next few weeks, allowing each employee to choose a couple of District apparel items.

The Personnel Committee Meeting adjourned at 5:55 p.m.

Minutes submitted by Brenda Krout, Clerk of the Board.