



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

[www.ojaisan.org](http://www.ojaisan.org)

### MINUTES OF PERSONNEL COMMITTEE

The Personnel Committee held a meeting at the District Office, 1072 Tico Road on August 17, 2020, beginning at 5:00 p.m.

**COMMITTEE MEMBERS PRESENT:** William M Stone  
Stephen L. Quilici  
William Ulrich, Chairman

**COMMITTEE MEMBERS ABSENT:** None

**STAFF PRESENT:** Jeff Palmer, General Manager  
Alison Young, Administrative Officer  
Richard Nack, Operations Manager

1. **Call the Meeting to Order**
2. **Public Comment - (Items not on the agenda - 3 minute limit)**

None

### **FOR DISCUSSION & RECOMMENDATION**

3. **Cost-of-Living Salary Adjustment**

Staff presented information showing that the Consumer Price Index (CPI) for the Los Angeles Area had increased by 3.4 percent over the 12-month period ending February 2020. 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 a 2.5% cost-of-living adjustment was included in the Fiscal Year 2020-21 Budget, committee is considering an additional 0.9% salary, to cover that gap between the budgeted COLA and the COLA reported by the CPI.

The Committee unanimously supported presenting a recommendation to the Board to approve a 3.4 percent cost-of-living salary adjustment (COLA) to District employees, excluding the General Manager, for fiscal year 2020-2021 effective July 1, 2020, and supported including this adjustment in the 2020-21 Budget.

4. **Employee Benefits – Health Insurance**

Mr. Palmer explained that CalPERS recently announced the new rates for all plans beginning January 1, 2021

These premium increases result in an increase in the District's monthly overall health insurance costs for Fiscal Year 2020-21. Also, these increases will result in some District employees experiencing out-of-pocket costs for family coverage. Mr. Palmer explained that if the District wishes to maintain their practice of providing an adequate monthly Cafeteria Fund amount for each employee to purchase family coverage, then the monthly Cafeteria Fund amount per employee would need to be increased by \$122. It was noted that increasing the monthly amount would not change the structure of the Cafeteria Fund policy which caps each employee's monthly cash-out to \$650.

Staff noted that the adopted fiscal year 2020-2021 budget included an anticipated increase in health insurance costs; however, there are not ample funds in the budget to cover increasing the Cafeteria Fund by \$122. An adjustment would be necessary.

Mr. Palmer, additionally, explain that the District would be requesting reimbursement from the Retirement Trust Fund, to cover the retiree health insurance premiums, beginning January 1, 2021. Historically, the retiree premiums were paid for out of the general Health Insurance budgeted amount. Given that the Trust Fund is overfunded, the District has opted to begin requesting reimbursement for premiums paid in 2021.

The Committee discussed the trend of future health insurance costs and their desire to maintain adequate employee benefits.

The Committee unanimously supported presenting a recommendation to the Board to increase the monthly Cafeteria Fund amount per employee by \$122 effective December 1, 2020 to pay the January 2021 premiums and supported including this adjustment in the 2020-21 Budget.

**FOR DISCUSSION & REVIEW**

5. **Reports**

- a. Committee Members pursuant to Government Code §54954.2

None

- b. General Manager on District Activities related to this Board Committee.

Mr. Palmer updated committee on the status of the hiring process for the vacant Collection System Operator I/I/III position. The District has selected and received an accepted conditional offer from a very qualified

candidate. Candidate is currently going through pre-employment process and is anticipated to begin mid-September 2020.

The Personnel Committee Meeting adjourned at 5:24 p.m.

Minutes submitted by Alison Young, Clerk of the Board.