



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

www.ojaisan.org

MINUTES OF PERSONNEL COMMITTEE

The Personnel Committee held a meeting, via Webex, on March 16, 2021, beginning at 4:30 p.m.

COMMITTEE MEMBERS PRESENT: William M Stone
William Ulrich
John (Randy) Burg

COMMITTEE MEMBERS ABSENT: None

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

OTHERS PRESENT: Joshua Smith, Representative for District Legal Counsel

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

None

FOR DISCUSSION & RECOMMENDATION

3. **COVID Supplemental Pay and Leave Modification**

Committee received Mr. Palmer's report. After discussion, Committee recommends taking this item, as proposed, with a supplemental 2 week pay equivalent for each OVSD staff, except the General Manager. Additionally, the committee is recommending the one-time additional 80 hour leave cash out option for the 2021 calendar year to mitigate employees losing accrued time that exceeds the maximum allowed.

22-3

345

4. **Position Reclassification**

The Committee received Mr. Palmer's report. After discussion, Committee recommends taking this item, as proposed, reclassifying the Administrative Officer Position to Grade 223 and the Assistant Operation Manager to Grade 240.

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 shared that OVSD is now considered "Emergency Services" as defined in tier 1B of the vaccination eligibility matrix. Staff will begin making their appointments. Mr. Palmer and Ms. Young will continue to stay on top of policies and precedents that provide guidance regarding employees who opt not to get the COVID vaccination.

Arbolada septic to sewer conversion conversations continue, most recently with Mayor Betsy Stix, proposing a partnership between the City and OVSD to come up with a solution to this long-term issue.

The Personnel Committee Meeting adjourned at 4:49 p.m.

Minutes submitted by Alison Young, Clerk of the Board.

22-4

340