



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 on August 3, 2021, beginning at 5:00 p.m.

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

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 1.0 percent over the 12-month period ending February 2021. 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, however, staff presented CPI data showing an additional CPI increase of 2.8 percent from February through June.

Mr. Palmer explained that a 2.5% cost-of-living adjustment was included in the Fiscal Year 2021-22 Budget, committee is considering an additional 1.3% salary, to cover that gap between the budgeted COLA and the COLA reported by the CPI through June 2021. It was clarified that in calculations next year, should the 3.8% be recommended, CPI will be calculated from June to February only, as to not count any data twice.

The Committee unanimously supported presenting a recommendation to the Board to approve a 3.8 percent cost-of-living salary adjustment (COLA) to District employees, excluding the General Manager, for fiscal year 2021-2022 effective July 1, 2021, and supported including this adjustment in the 2021-22 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 2021-221. 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 \$257. 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 2021-2022 budget included an anticipated increase in health insurance costs and there are ample funds in the budget to cover increasing the Cafeteria Fund by \$257. An adjustment would not be necessary.

The Committee unanimously supported presenting a recommendation to the Board to increase the monthly Cafeteria Fund amount per employee by \$257 effective December 1, 2021 to pay the January 2022 premiums.

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 that staff will be putting together a recommendation to modify our standby rate of pay and structure. This will be brought to the Personnel Committee in the next 4-6 weeks.

The Personnel Committee Meeting adjourned at 5:17 p.m.

Minutes submitted by Alison Young, Clerk of the Board.