



SISKIYOU RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
AGENDA

THURSDAY – January 14, 2021 – 7:00 P.M. TELECONFERENCE

IMPORTANT NOTICE

Based on mandates by the Governor through Executive Order 33-20 to shelter in place and guidance from the County Public Health Officer to minimize the spread of coronavirus, please note the following changes to the District's public meeting procedures:

- There will not be a physical meeting location; both the Etna City Hall and the District Office are currently closed to the public
- Board meetings will be conducted via teleconference using [freeconferencecall.com](https://www.freeconferencecall.com), as allowed under Executive Order 29-20
- All members of the public seeking to observe and/or to address the Board of Directors may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING

Telephone: Listen to the meeting live by calling **605-472-5616** and, when prompted, entering the access code **283012** followed by the number sign #.

Internet: Watch a live stream of the meeting from a computer or mobile device by navigating to <https://www.freeconferencecall.com/>. Under the Online Meetings tab select Join Meeting, enter the online meeting ID: **sisqrcd**. You will be asked to enter your name and email.

HOW TO SUBMIT PUBLIC COMMENTS

Written Comments: Written comments should be submitted via email to sisqrcd@sisqtel.net with a subject line of "Public Comment". In the body of the email, please reference the specific agenda item number to which your comment pertains, otherwise it will be brought up during the Open Forum. Your comment will be read aloud at the meeting and is subject to the 3-minute time limit. All written comments submitted via email must be received by 7 P.M. the day of the meeting.

Telephonic / Electronic Comments: During the meeting the Board Chairman will periodically announce the opportunity to make public comments. Comments can be made by voice or typed into the comment field of [freeconferencecall.com](https://www.freeconferencecall.com), where they will be read aloud by the Board Chairman.

ACCESSIBILITY INFORMATION

Anyone who needs assistance to be able to observe, participate and/or access meeting related materials should contact the District Manager at sisqrcd@sisqtel.net (recommended contact method) or 530-467-3975 before the meeting. In compliance with the Americans with Disabilities Act, those requiring special accommodations should notify the District Manager at sisqrcd@sisqtel.net (recommended contact method) or 530-467-3975. Notification at least 48 hours prior to the meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility.

PUBLIC RECORDS

All materials related to an open session item on the agenda that are distributed to the Board of Directors and which are not exempt from disclosure pursuant to the California Public Records Act, will be made available for public inspection at the time they are distributed to the Board of Directors through the District website: <https://www.siskiyoured.com/meetings>. Public records may also be requested by directly contacting the District Manager at sisqrcd@sisqtel.net (recommended contact method) or 530-467-3975.

THURSDAY – January 14, 2021 – 7:00 P.M. TELECONFERENCE

Our Mission: *Identify conservation and watershed enhancement needs and offer assistance to landowners and resource managers to meet those needs through technical, financial and educational leadership.*

1. CALL TO ORDER:

- A. Establish Quorum 7:00
- B. Pledge of Allegiance
- C. Roll Call and Introductions
- D. Agenda Adjustments & Approval
- E. Open Forum – 3-minute limit.

2. BUSINESS: (DISCUSSION AND ACTION)

7:15

- A. Consideration and Discussion Update on Richman Ditch Diversion Improvement and Water Dedication-Presentation from Preston Harris. (**Action**-Direct Staff on Consideration of RCD’s Involvement in this Project.) – Contractor Preston Harris - 25 min.
- B. Consider Setting Goals for 2021 Calendar Year (**Action**-Discuss and Direct Staff on Goals for the 2021 Calendar Year.) – District Manager / Board of Directors - 15 min
- C. Consideration of Extension of Contract with Preston Harris. (**Action**-By Motion, Authorize District Manager to Enter into a One-Year Extension of the Existing Contract for Special Services by Independent Consultant Preston Harris Effective January 16, 2021 for a One Year Period Ending January 15, 2022.) District Manager – 5 min.
- D. Consider Adding / Changing Signers at Mechanics Bank. (**Action**- By Motion, Elect New Board Signer for the Mechanics Bank Account and Remove Previous Signers Who Are No Longer Board Members. In Addition Add New District Manager and Remove Acting District Manager Who is Now Working as District Bookkeeper for Separation of Duties.) District Manger – 5 min
- E. **Financial Report & Payment of Bills** –District Manager
 - i. Financial Report
 - ii. Monthly Reconciliation of the Mechanics Bank Account
 - iii. Warrants for Approval
 - iv. Journal Voucher for Approval - 10 min.

3. REPORTS:

8:05

- A. Agencies
- B. Scott River Watershed Council
- C. Scott River Water Trust
- D. Projects – Staff
- E. Administration – District Manager
- F. Directors

4. PERSONNEL MATTERS (DISCUSSION AND ACTION):

- A. **CLOSED SESSION Gov Code Conference with Labor Negotiators (§54957.6)** 8:35
 - Discussion with District Manager related to all unrepresented employee wages.
- B. **RETURN TO OPEN SESSION:** 8:55
 - Declaration of Actions Taken During Closed Session

- i. Discussion and Potential Action Regarding Employment Classification, Job Descriptions and Wages. (**Action** – By Motion, Adopt Employee Wages-Hourly Rates for Calendar Year 2021.)

5. AGENDA ITEMS FOR NEXT MEETING: February 11th, 2021

6. ADJOURN

9:00

Agendas are available on the District website at <https://www.siskiyoured.com/meetings> or by directly contacting the District Manager at sisqrcd@sisqtel.net (recommended contact method) or 530-467-3975.



SISKIYOU RESOURCE CONSERVATION DISTRICT

STAFF REPORT

Item 2A Consideration and Discussion Update on Richman Ditch Diversion Improvement and Water Dedication

BACKGROUND: During the August 13, 2020 Regular Board Meeting of the Siskiyou Resource Conservation District, The Acting District Manager explained that the RCD and Scott River Water Trust are still working out details of several project components so the proposal was not yet ready for presentation to the Board of Directors. She requested to schedule a Special Board Meeting specifically for this agenda item in the next few weeks.

An Ad Hoc Committee meeting took place on November 23, 2020 in which further discussion took place related to the project and addition information and follow up was requested from staff in order to bring the item back to the Board.

SUMMARY: Staff has asked Consultant Preston Harris to provide information on this potential project to the Board of Directors as an update on the project. In addition, staff and Preston Harris will discuss potential deadlines, as well as, options for the Board of Directors to consider in moving forward.

ACTION: Provide direction to Staff.



SISKIYOU RESOURCE CONSERVATION DISTRICT

STAFF REPORT

Item 2B Consider Setting Goals for 2021 Calendar Year

BACKGROUND: The Siskiyou Resources Conservation District hired a new District Manager in November 2020. In order for the new District Manager to be successful, it is advantageous for the Board of Directors to set goals for the District for the upcoming calendar year.

SUMMARY: The Board should discuss either bringing this back to a future meeting or proceeding forward at tonight's meeting in order for each Member of the Board of Directors to set 3 to 5 measurable goals for the District and the District Manager to focus on for the 2021 Calendar Year.

These goals will be documented and maintained through the year to measure the success of the District Manager in meeting these goals for the District. The goals should be used to evaluate the success of the District Manager at the last regular scheduled Board of Director's meeting of 2021 during the District Manager's annual Employee Performance Evaluation.

ACTION: Discuss and Direct Staff



SISKIYOU RESOURCE CONSERVATION DISTRICT

STAFF REPORT

Item 2C Consideration of Extension of Contract with Preston Harris.

- BACKGROUND:** The Siskiyou Resources Conservation District entered into a contractual agreement with Independent Consultant Preston Harris to provide services to the District starting January 10, 2019 and ending January 15, 2020.
- SUMMARY:** The Staff at the Siskiyou Resource Conservation District desire to continue a relationship with Preston Harris based on the current scope of service and terms of the existing contract for an additional year (January 16, 2021 to January 15, 2022) and asks the Board of Directors to authorize the District Manager to enter into an extension of the existing contract effective January 15, 2021.
- REQUESTED ACTION:** By Motion, Authorize District Manager to Enter into a One-Year Extension of the Existing Contract for Special Services by Independent Consultant Preston Harris Effective January 16, 2021 for a One Year Period Ending January 15, 2022
- ATTACHMENT:** Existing Contract.

CONTRACT FOR SPECIAL SERVICES
BY INDEPENDENT CONSULTANT

THIS CONTRACT is entered into this 10th day of January, 2019 by and between the **SISKIYOU RESOURCE CONSERVATION DISTRICT**, hereinafter referred to as "District," and **Preston Harris**, an independent consultant, hereinafter referred to as "Consultant".

WITNESSETH:

WHEREAS, District has a need for special services to develop and coordinate projects, and

WHEREAS, Consultant is specially trained, experienced, and competent to perform such services; and

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Services:** Pursuant to this Contract, Consultant shall provide to District special services as set forth in the **SCOPE OF WORK** attached hereto and incorporated herein by reference.

2. **Term of Contract:** This Contract shall commence on **January 10, 2019**, and shall terminate on **January 15, 2020**, unless terminated earlier as provided herein. Prior to the termination of this Contract, the term of said Contract may be extended by the mutual, written agreement of the parties.

3. **Termination of Contract for Convenience of Either Party:** Either party may terminate this Contract at any time by giving the other party ten (10) days written notice of such termination. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. Consultant shall be paid for all work satisfactorily completed prior to the effective date of said termination.

4. **Compensation:** District shall pay for time and materials to Consultant as compensation in full for all services performed by Consultant pursuant to this Contract at the follow described rates:

- Consultant will be reimbursed for time at an hourly rate not to exceed \$55/hour
- Consultant will be reimbursed for mileage at the Federal Rate

Said rates may be exceeded only by obtaining the express written consent of the District Board of Directors. Consultant will be reimbursed for supplies and materials as needed to complete the services detailed above upon providing adequately supported receipts.

5. **Billings:** Consultant shall submit to District, on a monthly basis or when requested, a detailed statement of services performed and reimbursable expenses incurred during that preceding period, including the number of hours of work performed. Consultant shall be paid within 75 days of District's receipt of said statement or when funds are received from the funding source.

6. **Ownership of Work Product or Deliverables:** Consultant acknowledges that all work products and deliverable documents (including files stored in computers) produced by Consultant pursuant to this Contract are instruments of professional service and are the property of the District, and the District shall be entitled to immediate possession of these upon termination of this Contract or upon completion of this Contract.

7. **Entire Agreement:** This Contract supersedes all previous contracts and constitutes the

entire understanding of the parties hereto. Contractor shall be entitled to no other benefits than those specified herein. No changes, amendments, or alterations shall be effective unless in writing and signed by both parties. Consultant specifically acknowledges that in entering into and executing this Contract, Consultant relies solely upon the provisions contained in this Contract and no others.

8. **Non-Assignment of Contract:** Inasmuch as this Contract is intended to secure the specialized services of the Consultant, no interest herein may be assigned, transferred, or delegated without the District's prior written consent and any such assignment, transfer, or delegation without prior written District approval shall, in District's discretion, be considered null and void.

9. **Covenant:** This Contract has been executed and delivered in the State of California, and the validity, enforceability, and interpretation of any of the clauses of this Contract shall be determined and governed by the laws of the State of California. All duties and obligations of the parties hereunder are performable in Siskiyou County

10. **Employment Status:** Consultant shall, during the entire term of this Contract, be construed as an independent consultant, and nothing in this Contract is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow District to exercise discretion or control over the professional manner in which Consultant performs the services which are the subject matter of this Contract; provided, always however, that the services to be provided by Consultant shall be provided in a manner consistent with all applicable standards and regulations governing such services.

Consultant understands and agrees that his/her personnel are not, and will not be, eligible for membership in, or any benefits from, any District group plan for medical insurance, any District retirement program, or for paid vacation, paid sick leave, or other form of leave, with or without pay, or for any other benefit which accrues to a District employee.

In the event Consultant is subsequently determined to be an employee of District by the Internal Revenue Service, Consultant waives any right to recover employee benefits for the period during which District considered Consultant to be an independent consultant.

11. **Withholding for Non-Resident Contractor:** Pursuant to California Revenue and Taxation Code Section 18662, payments made to nonresident independent consultants, including corporations and partnerships that do not have a permanent place of business in the state, are subject to eight (8) percent state income tax withholding. Withholding is required if the total yearly payments made under this Contract exceed \$1,500.00.

Unless the Franchise Tax Board has authorized a reduced rate or waiver of withholding and the District is provided evidence of such reduction/waiver, all nonresident consultants will be subject to the withholding. It is the responsibility of the Consultant to submit the Waiver Request (Form 588) to the Franchise Tax Board as soon as possible in order to allow time for the Franchise Tax Board to review the request.

12. **Warranty of Contractor:** Consultant warrants that he/she, and each of his/her personnel, where necessary, are properly certified and licensed under the laws and regulations of the State of California to provide the special services agreed to. Consultant agrees to conduct all activities pursuant to this contract in compliance with all applicable Federal, State and local laws, regulations, and ordinances including environmental compliance agreements.

13. **Indemnification:** Consultant agrees, to the fullest extent permitted by law, to indemnify, and hold harmless the District, its officers, agents, and employees, from and against any and all claims, damages, expenses, judgments or liability arising out of this Contract or occasioned by the performance or attempted performance of the provisions hereof, to the extent caused by the negligent acts, errors or omissions on the part of the Consultants or his agents or employees.

Consultant shall also indemnify, and hold harmless the District, its officers, agents, and employees, from and against any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board with respect to Consultant's "independent consultant" status that would establish a liability for failure to make social security and income tax withholding payments.

14. **Insurance:** Consultant shall obtain and maintain for the entire term of the Contract comprehensive general liability insurance in an amount not less than one million dollars (\$1,000,000). The District shall be named as additional insured on the general liability policy. Contractor shall furnish evidence of insurance and additional insured endorsement prior to commencing work under this Contract. The certificate shall provide for ten (10) day advance notice to District of any termination or reduction in coverage.

Where the services to be provided under this Contract involve or require the use of any type of vehicle by Consultant in order to perform said services, Consultant shall possess a valid drivers license and maintain automobile liability coverage, which meets the minimum state liability requirements.

Contractor shall be insured against liability for workers' compensation as required by law.

All insurance required herein shall be provided by a company authorized to do business in the State of California and possess at least an A.M. Best Insurance Reports rating of A:VII or as may otherwise be acceptable to District.

15. **Records:** Consultant shall keep complete and accurate fiscal records, and any and all other records pertinent to this Contract in such a manner as to clearly document Consultant's performance of the services performed pursuant to this Contract and shall make such records and documents available to District upon request. The Consultant shall retain and keep accessible all such fiscal records and pertinent documents for a minimum of three (3) years, or such longer period as may be required by applicable law following final payment and termination of this Contract or until conclusion of any audit, controversy or litigation arising out of or related to this Contract, whichever date is later. Consultant agrees to assure the confidentiality of any records which are required by law to be so maintained.

16. **Non-discrimination:** Consultant agrees that no person shall, on the grounds of race, religion, color, creed, national origin, sex, sexual orientation, marital status, ancestry, physical disability, mental disability, medical condition, age, genetic information, gender, gender identity, gender expression, or military or veteran status, suffer discrimination or harassment in the performance of this Contract. Consultant agrees to comply with Title VI of the Civil Rights Act of 1964, with Section V of the Rehabilitating Act of 1973, the Age Discrimination Act of 1975, Section 13 of the Clean Water Act, Title IX of the Education Amendments of 1972, 40 CFR part 7 and with the Fair Housing and Employment Act (Govt. Code Sec 12990 et seq.) and with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

17. **Labor Code and Public Works Requirements:** The Consultant agrees to be bound by all provisions of the State Labor Code regarding prevailing wage and abide by the Department of Industrial

Relations requirements regarding public works.

18. **Safety Responsibilities:** Consultant shall be responsible for initiating, maintaining, supervising and enforcing all safety programs and precautions in connection with the performance of this Contract for the on-site safety of their employees and subcontractors. Consultant shall comply with all applicable provisions of federal, state and local laws, ordinances, codes and regulations affecting safety and health, including but not limited to the OSHA Act, and OSHA Standards. Consultant shall notify the District and OSHA immediately in the event of a serious injury, illness or fatality in the workplace.

19. **Drug Free Workplace:** The Contractor agrees to comply with the requirements of the Drug Free Workplace Act of 1990 (Govt. Code Sec. 8350 et seq.) and will provide a drug-free workplace.

20. **Trafficking in Persons:** The Consultant will not engage in severe forms of trafficking in persons or use forced labor in the performance of this Contract

21. **Dispute Resolution:** Unless otherwise provided for in this Contract, all claims, counterclaims, disputes, and other matters in question between the Consultant and the District shall be resolved by the methods described in the following priority until resolved: by mutual agreement, by mutually agreed upon alternative dispute resolution mechanism, or by mediation.

22. **Funding Contingencies:** The parties acknowledge that funding for this Contract is being provided solely through **District grant agreements and contracts**. Therefore, if funding is reduced or withdrawn by the grantor, the District shall have the option to either offer an amendment to this Contract to reflect the reduced amount of funding available or terminate this Contract with no liability occurring to the District.

23. **Notice:** Any notices required to be given pursuant to the terms and provisions herein shall be in writing and shall be sent by First Class Mail to:

District: Caroline Luiz, Board President
Siskiyou Resource Conservation District
P. O. Box 268 Etna, CA 96027
(530) 467-3975

Consultant: Preston Harris, Project Coordinator
P. O. Box 986 Fort Jones, CA 96032
(530) 643-2395

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the date of the final signature.

SISKIYOU RESOURCE CONSERVATION DISTRICT

Print Name and Title

Signature

Taxpayer I.D.

Date

CONSULTANT

Print Business Name

Print Name and Title of Person Signing

Signature

Federal Tax ID #

License Number (if applicable)

Date

SCOPE OF WORK

SERVICES:

Project Planning and Development:

- Maintain relationships with landowner/managers and community members
- Respond to requests for assistance related to resource conservation issues and conservation plans
- Work with landowners and others to address concerns, identify solutions and develop projects for the District

Funding Applications:

- In coordination with District staff, compile project scope of work and budget, identify contractual needs and permitting requirements, determine appropriate funding sources
 - Provide proposal budgets to the District Bookkeeper for review
- Upon landowner and Board approval, submit project proposals to appropriate funding sources, defend applications, and negotiate agreement parameters (term and budget line items)

Project Coordination (None of these tasks involve construction activities):

- Remain in communication with District staff during all phases of project planning and implementation
- Coordinate and implement various conservation and agricultural projects within the established budget and timeframe of funding agreements
- Assist District staff in applying and securing necessary environmental compliance documentation
- Assist District staff in conducting bid processes for professional services, materials, supplies, and contract labor pursuant to District policies and State of California standards.
- Organize materials procurement outside of bid processes
- In coordination with Project Engineer, supervise installation of project elements by equipment and labor crews
- Oversee adherence to permit conditions (fisheries protection measures) and safety measures
- Document change orders and obtain clearance from the District for any significant alteration from construction plans
- Assist with construction inspection as needed before releasing subcontractors
- Conduct photo documentation before, during, and after implementation
- Attend site visits with agency personnel as requested

Reporting:

- Compile progress and final reports as requested.
- Report project status at internal staff meetings and public Board Meetings as requested.

DELIVERABLES:

- Provide copies of all paperwork and files developed pursuant to this Contract to the District (proposals, agreements, permits, subcontracts, datasheets, reports etc..).
- Provide detailed billing invoices as specified below
 - Obtain authorization to proceed from District before invoicing any amount that cannot come directly out of an open agreement or contract.

INVOICING: Consultant shall submit to the District a detailed statement of services performed and

reimbursable expenses incurred during that preceding period that includes cost calculations for each line item. Invoices shall contain the following information:

- Business name, address, and tax ID number
- RCD Job Reference Number and Project Site
- Date of the Invoice
- Performance period covered by the Invoice
- Expenses itemized by date, with a description of activities performed
- Cost calculations: hours, rate and total cost
- Receipts for reimbursable material and supply expenses (if applicable)

Invoices should be submitted to the District Bookkeeper by email (brenda@sisqtel.net) or in hardcopy form by mail (P.O. Box 268, Etna, CA 96027). The District prefers payment submitted by email within the first week of the month. In the event of an invoice dispute, the RCD will notify Consultant in writing. Payment will not be made until a corrected invoice is submitted and the dispute is resolved.

CONTRACT AMENDMENT – JANUARY 9, 2020

The Board of Directors of the Siskiyou Resource Conservation District and Preston Harris, Independent Consultant, mutually agree to extend the term of this Contract for one full year to January 15th 2021. Additionally, the following provisions are being updated as follows:

4. **Compensation:** District shall pay for time and materials to Consultant as compensation in full for all services performed by Consultant pursuant to this Contract at the follow described rates:
- Consultant will be reimbursed for time at an hourly rate not to exceed ~~\$55/hour~~ **\$60/hour**
 - Consultant will be reimbursed for mileage at the Federal Rate

Said rates may be exceeded only by obtaining the express written consent of the District Board of Directors. Consultant will be reimbursed for supplies and materials as needed to complete the services detailed above upon providing adequately supported receipts.

5. **Billings:** Consultant shall submit to District, on a monthly basis or when requested, a detailed statement of services performed and reimbursable expenses incurred during that preceding period, including the number of hours of work performed. Consultant shall be paid ~~within 75 days of District's receipt of said statement or when~~ **as soon as possible once** funds are received from the funding source.

No other components of the Contract are being modified at this time.

SISKIYOU RESOURCE CONSERVATION DISTRICT

Print Name and Title

Signature

Date

CONSULTANT

Print Name and Title

Signature

Date



SISKIYOU RESOURCE CONSERVATION DISTRICT

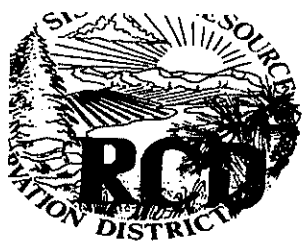
STAFF REPORT

Item 2D Consider Adding / Changing Signers at Mechanics Bank.

BACKGROUND: The Siskiyou Resources Conservation District maintains a checking account with Mechanics Bank. The current signers for the bank are John Spencer, Jeff Maddox and Lindsay Magranet. The Board had previously authorized changes to the signers, however due to the hiring of a new district manager this is being brought back for additional action.

SUMMARY: The District Manager is asking the board to consider removing previous Board Member John Spencer and electing an existing Board Member to join Board Member Jeff Maddox as a Board Signer. In addition, now that Lindsay Magranet is working in the capacity of District Bookkeeper rather than Acting District Manager it would be appropriate to remove her for necessity of separation of duties and add District Manager Mike Wilson to the account.

REQUESTED ACTION: By Motion, elect new Board signer for the Mechanics Bank Account and remove previous signers who are no longer Board Members of The Siskiyou Resource Conservation District. In addition, add new District Manager and remove previous Acting District Manager, who is now working as District Bookkeeper for the purpose of separation of duties.



SISKIYOU RESOURCE CONSERVATION DISTRICT

STAFF REPORT

Item 4Bi Discussion and Potential Action Regarding Employment Classification, Job Descriptions and Wages.

BACKGROUND: During the December 8, 2020 Special Board of Director's Meeting, it was discussed and determined the evaluation and potential adjustment of wages for all the district's unrepresented employees would be brought back to the first regular board meeting of 2021.

SUMMARY: In order to be competitive in recruiting and retaining qualified employees in this rural north western side of Siskiyou County, it is necessary for the Board of Directors to occasionally review and adjust the hourly wages of Siskiyou Resource Conservation District positions.

Consideration should be given to the qualifications and education of employees, as well as, potential competition offered by other local employers in our surrounding area for the same pool of qualified job candidates.

In evaluating our local competitors wages, we considered a variety of factors including local cost of living, housing, transportation costs. In addition, we considered the current benefit packages offered by our competitors including private and public sector employers.

In order to provide some comparison to one of the areas larger public sector employers, we are utilizing the current comparative pay scale for the U.S.D.A. Forest Service General Schedule (GS) for positions with similar education, workload, supervision, locality and specialty requirements.

GS-4 Hourly Pay

\$13.03 - \$16.93

Education Req's Associate's Degree

GS-5 Hourly Pay

\$14.57 - \$18.95

Education Req's Associate's Degree

GS-6 Hourly Pay

\$16.24 - \$21.12

Education Req's Associate's or Bachelor's Degree

GS-7 Hourly Pay

\$18.05 - \$23.47

Education Req's Bachelor's Degree

GS-8 Hourly Pay

\$19.99 - \$25.99

Education Req's Bachelor's Degree

GS-9 Hourly Pay

\$22.08 - \$28.70

Education Req's Bachelor's or Master's Degree

The following is a summary of Siskiyou RCD current hourly wages per position:

| | | |
|-------------------|---------|-------------------------|
| District Manager: | \$22.50 | With Bachelor's Degree. |
| Bookkeeper: | \$24.89 | Vacant |
| Acting DM/PM: | \$22.35 | With Bachelor's Degree |
| Tech Writer: | \$22.35 | With Master's Degree |
| Lead Field Tech: | \$17.79 | With Bachelor's Degree |
| Field Tech TR: | \$17.00 | With Bachelor's Degree |
| Seasonal FT: | \$15.00 | With Associate's Degree |

The District has the option to provide employees a cost-of-living adjustment (COLA) based on the CPI. The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total U.S. population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers approximately 29 percent of the total U.S. population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments—department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

In addition, the Board of Directors should consider evaluating current cap's set on the hours of specific employees including the District Manager and District Bookkeeper.

While this item will be discussed in closed session in greater detail, any adjustment to the current wages requires a motion by the Board of Directors after returning to open session.

ACTION:

If desired, the board may by motion, adjust wages for any of the aforementioned positions.

In order for the Board to Directors to make said adjustments the board should review and choose to adjust or not adjust each of the following positions by title:

| | | | | |
|-------------------|---------|-------------|-------|------------------|
| District Manager: | \$22.50 | adjusted to | _____ | or not adjusted. |
| Bookkeeper: | \$24.89 | adjusted to | _____ | or not adjusted. |
| Acting DM/PM: | \$22.35 | adjusted to | _____ | or not adjusted. |
| Tech Writer: | \$22.35 | adjusted to | _____ | or not adjusted. |
| Lead Field Tech: | \$17.79 | adjusted to | _____ | or not adjusted. |
| Field Tech TR: | \$17.00 | adjusted to | _____ | or not adjusted. |
| Seasonal FT: | \$15.00 | adjusted to | _____ | or not adjusted. |