

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: December 11, 2013

To: Board of Directors
From: Roger Meagor, Fire Chief
Subject: Fire Inspector Compensation Package

RECOMMENDATION:

That the Board adopts Resolution 13-12, a resolution of the Ross Valley Fire Department revising Resolution 12-06 establishing the compensation package for the Fire Inspector.

BACKGROUND:

Resolution 12-06, which was adopted in June 2012, set the current compensation package for the Fire Inspector. The Resolution provides for an annual review of the Fire Inspector salary and benefits.

DISCUSSION:

The proposed changes to the Resolution which establishes the salary and benefits for the Fire Inspector are as follows:

- **Salary:** 4% salary increase effective July 1, 2014.
- **CalPERS:** The Employee contribution to the CalPERS pension will increase by 2% of salary effective July 1, 2014, setting the employee contribution at 5% of salary.

FISCAL IMPACT:

In Fiscal Year 14/15 the impact of the changes is estimated at \$2,305.

Attachment: Resolution 13-12
Resolution 12-06

AGENDA ITEM # 60
Date 12/11/13

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 13-12

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT REVISING
RESOLUTION 12-06 ESTABLISHING THE COMPENSATION PACKAGE FOR THE
FIRE INSPECTOR**

WHEREAS, Ross Valley Fire Department Resolution 12-06 established the salary, benefits and working conditions for the Fire Inspector position; and

WHEREAS, Resolution 12-06 calls for the Fire Board to review the Fire Inspector's salary and benefits annually; and

NOW THEREFORE BE IT RESOLVED, that the Ross Valley Fire Department adopts the following terms and conditions for the Fire Inspector effective July 1, 2014:

Fire Inspector	Step A	Step B	Step C	Step D	Step E
	6,199	6,509	6,835	7,177	7,535

Step placement and advancement shall be in accordance with the provisions of Section 11 of Authority's Civil Service Rules and Regulations.

Salary Adjustments: The Fire Board will review the Fire Inspector's compensation annually.

Retirement: PERS Section 21354.5, 2.7 @55 for Miscellaneous Members
Authority pays 3% of the 8% employee contribution
Employee pays 5% of the 8% employee contribution

Vacation Leave Schedule:	1-3 years	11 days
	4-7 years	15 days
	8-12 years	18 days
	13-15years	20 days
	16>years	25 days

Employee has the option to receive cash for vacation days, up to a maximum of five days (40 hours) cash payment, once during each fiscal year.

Holidays: 13 Days off per year: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday; Washington's Birthday; Memorial Day; Independence Day; Labor Day; Admission Day; Veterans' Day; Thanksgiving Day; Friday after Thanksgiving Day; December 24, 1/2 day; Christmas Day; December 31, 1/2 day. In addition to the above, any other single day appointed by the President of the United States or the Governor of California and observed by the Authority as a public fast, Thanksgiving or holiday.

Sick Leave: 12 days per year

Uniform: A uniform allowance of \$60 per month.

Education Incentive: 2% of base salary for California Fire Service Training and Education System- Fire Prevention Specialist Certification

Cafeteria Plan: The amount of the cafeteria plan shall be an amount equal to the full family cost of Kaiser (PERS Kaiser Bay Area Plan) which at this time is \$1,738.44 per month. Any unused amount can be applied toward other benefits including dental, life, disability, and cash back to the employee. The cash back, however, cannot exceed \$320 per month.

I do hereby certify that the above Resolution 13-12 is a true and correct copy as passed by the Ross Valley Fire Board on December 11, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carla Small, Vice President

JoAnne Lewis, Administrative Assistant

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 12-06

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT REVISING
RESOLUTION 11-07 ESTABLISHING THE COMPENSATION PACKAGE FOR THE
FIRE INSPECTOR**

WHEREAS, Ross Valley Fire Department Resolution 11-07 established the salary, benefits and working conditions for the Fire Inspector position; and

WHEREAS, Resolution 11-07 calls for the Fire Board to review the Fire Inspector's salary and benefits annually; and

NOW THEREFORE BE IT RESOLVED, that the Ross Valley Fire Department adopts the following terms and conditions for the Fire Inspector effective July 1, 2012:

Fire Inspector	Step A	Step B	Step C	Step D	Step E
	5,961	6,259	6,572	6,900	7,245

Step placement and advancement shall be in accordance with the provisions of Section 11 of Authority's Civil Service Rules and Regulations.

Salary Adjustments: The Fire Board will review the Fire Inspector's compensation annually.

Retirement: PERS Section 21354.5, 2.7 @55 for Miscellaneous Members
Authority pays 5% of the 8% employee contribution
Employee pays 3% of the 8% employee contribution

Vacation Leave Schedule:	1-3 years	11 days
	4-7 years	15 days
	8-12 years	18 days
	13-15years	20 days
	16>years	25 days

Employee has the option to receive cash for vacation days, up to a maximum of five days (40 hours) cash payment, once during each fiscal year.

Holidays: 13 Days off per year: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday; Washington's Birthday; Memorial Day; Independence Day; Labor Day; Admission Day; Veterans' Day; Thanksgiving Day; Friday after Thanksgiving Day; December 24, 1/2 day; Christmas Day; December 31, 1/2 day. In addition to the above, any other single day appointed by the President of the United States or the Governor of California and observed by the Authority as a public fast, Thanksgiving or holiday.

Sick Leave: 12 days per year

Uniform: A uniform allowance of \$60 per month.

Education Incentive: 2% of base salary for California Fire Service Training and Education System- Fire Prevention Specialist Certification

Cafeteria Plan: The amount of the cafeteria plan shall be an amount equal to the full family cost of Kaiser (PERS Kaiser Bay Area Plan) which at this time is \$1, 587.14 per month. Any unused amount can be applied toward other benefits including dental, life, disability, and cash back to the employee. The cash back, however, cannot exceed \$320 per month.

I do hereby certify that the above Resolution 12-06 is a true and correct copy as passed by the Ross Valley Fire Board on June 13, 2012, by the following vote:

AYES: 8

NOES: 0

ABSENT: 0

ABSTAIN: 0

Frank Berto, President


JoAnne Lewis, Administrative Assistant

