


**ROSS VALLEY FIRE DEPARTMENT  
STAFF REPORT**

For the Meeting of February 14, 2018

TO: Ross Valley Fire Department Board of Directors

FROM:  Roger Meagor, Acting Fire Chief

SUBJECT: Publicly Available Pay Schedule

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**RECOMMENDATION**

That the Board of Directors approve the attached resolution adopting a Publicly Available Pay Schedule in accordance with California Public Employees Retirement System (CalPERS) regulations.

**BACKGROUND AND DISCUSSION**

In 2011, Cal PERS adopted regulations setting forth the required elements necessary to meet the definition of a publicly available pay schedules. The required elements are as follows:

- (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- (2) Identifies the position title for every employee position;
- (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- (6) Indicates an effective date and date of any revisions;
- (7) Is retained by the employer and available for public inspection for not less than five years; and
- (8) Does not reference another document in lieu of disclosing the payrate.

**FISCAL IMPACT:**

There is no fiscal impact associated with publishing the attached document on the Fire Department's website.

**Attachment #1:** Resolution No. 18-03, A Resolution Approving Salaries for all Ross Valley Fire Department employees for the 2017-2018 fiscal year.

AGENDA ITEM # 28  
Date 2/14/18

# ROSS VALLEY FIRE DEPARTMENT

## RESOLUTION NO. 18-03

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSS VALLEY FIRE DEPARTMENT APPROVING A PUBLICLY AVAILABLE PAY SCHEUDLE

WHEREAS, the governing body of the Ross Valley Fire Department has the authority to implement Government Code Section 20636 (b) (1);

WHEREAS, the governing body of the Ross Valley Fire Department has adopted salary schedules for all Department positions;

WHEREAS, one of the requirements for Government Code Section 20636 (b) (1) is the adoption by the governing body of the Ross Valley Fire Department of a Publicly Available Pay Schedule;

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Ross Valley Fire Department adopts the following Publicly Available Pay Schedule for the 2017-2018 fiscal year,

#### SALARY SCHEDULE - July 1, 2017

##### Monthly Salaries

Classification Title	Low	High
Administrative Assistant	5,914	7,234
Battalion Chief	11,307	12,564
Fire Captain	8,123	9,873
Fire Chief		15,970
Firefighter/Engineer	6,987	8,493
Fire Inspector	7,575	9,210

#### NOTES:

1. Fire Chief, no salary schedule.
2. Fire Chief's salary is effective February 24, 2017.

I hereby certify that the foregoing resolution was passed and adopted by the Ross Valley Fire Department on the 14<sup>th</sup> day of February 2018, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Elizabeth Brekhus, President

ATTEST:

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JoAnne Lewis, Administrative Assistant