

**ROSS VALLEY FIRE DEPARTMENT  
STAFF REPORT**

For the Special Meeting of July 19, 2023

TO: Ross Valley Fire Department Board of Directors

FROM: Dan Mahoney, Interim Fire Chief

SUBJECT: Approve Resolution 23-13 A Resolution Approving Salaries for all Ross Valley Fire Department employees for the 2023-2024 fiscal year

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**RECOMMENDATION**

That the Board of Directors approves resolution 23-13 adopting a Publicly Available Pay Schedule in accordance with California Public Employees Retirement System (CalPERS) regulations.

**BACKGROUND AND DISCUSSION**

In 2011, CalPERS pursuant to Government Code Sections 20630, 20636, and 20636.1 adopted regulations setting forth the required elements necessary to meet the definition of a publicly available pay schedule. 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 pay rate 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 pay rate.

**FISCAL IMPACT:**

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

**Encl.:** Resolution No. 23-13, A Resolution Approving Salaries for all Ross Valley Fire Department employees for the 2023-2024 fiscal year. – **Attachment #1**