

JAMESTOWN SANITARY DISTRICT
10190 Karlee Lane
Jamestown CA 95327
209-984-5177

HUMAN RESOURCES COMMITTEE MEETING – AGENDA
May 22, 2023 – 2:00 p.m.

In addition to physical attendance at the address indicated above, the Jamestown Sanitary District is offering the following teleconferencing option as an alternative means for the public to participate in this meeting.

Teleconference call in: 1-617-829-6993

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the District Secretary, at 209-984-5177, during regular business hours, at least twenty-four hours prior to the time of the meeting.

1. Call to Order:

Committee Meeting called to order at _____ p.m.

2. Public Forum: (5 minutes per item)

Members of the public may be heard on any item on the agenda before or during consideration of that item. Any member of the public may ask questions or address the Committee relative to any within the jurisdiction of the Committee. Items need not be related to agenda items. The Committee cannot act on items.

Members of the public are in attendance via teleconference. Yes ___ No ___

3. Review/Recommendations: Pay Chart/Scale

- a. Remove title “District Secretary/Finance Officer”
- b. Update title “Chief Plant Operator” *replace with* “Operations Supervisor/CPO”
- c. Annual (Cost of living) COLA % increase
- d. Pay Scale Update

4. Review/Recommendation: Administrator Staffing report

- a. Staffing report

5. Review/Recommendation: Operations Supervisor/CPO Replacement Options

- a. Leave of Absence for current Operations Supervisor/CPO
- b. Recommendation for promotion to Operations Supervisor/CPO
- c. Part time Contractor options
- d. Continuing role of current Operations Supervisor/CPO

6. Review/Recommendation: Board training options

- a. In person session
- b. On demand web training

7. Adjournment: _____

Recommendations to be presented at June 8, 2023 Board of Director Regular Meeting for approval