



San Gabriel Valley Mosquito & Vector Control District

1145 North Azusa Canyon Road, West Covina, CA 91790

Phone: 626-814-9466 | Website: www.sgvmosquito.org

Email: district@sgvmosquito.org

JOINT MEETING OF THE PERSONNEL & POLICY AND FINANCE & AUDIT COMMITTEES AGENDA MARCH 10, 2023 – FOLLOWING ADJOURNMENT OF BOARD MEETING

1. **Call to Order**

1.1 Roll Call Attendance

1.2 ORDER OF BUSINESS - Review and prioritization of agenda Items including, if necessary, identification of any emergency items arising after posting of the agenda and requiring action prior to next regular meeting

2. **Opportunity for Public Comment on Non-Agenda Items**

(Individual Public Comments may be limited to a 3-minute or less time limit) During Public Comments, the public may address the Committee on any issue within the District's jurisdiction that is not on the agenda. The public may comment on any item on the agenda at the time that item is before the Committee for consideration. There will be no dialog between the Committee and the Commenter. Any clarifying questions from the Committee must go through the Committee Chair.

3. **Consider Salary Schedule Updates for District Manager, Limited Term Vector Control Technician, and Extra Help Positions (EXHIBIT 3A, 3B)** (District Manager, Jason Farned) (Recommendation for Board Approval)

- **Call for Public Comment**

- **Committee Action Required:** If the Committee concurs, following the public discussion by members for this item, the appropriate action is to recommend the proposed salary schedule updates as presented for District Manager, Limited Term Vector Control Technician and Extra Help Positions for Board consideration.

- **Alternative Committee Action:** If after discussion by members of this item, the Committee may choose to deny the recommendation proposed salary schedule updates as presented for District Manager, Limited Term Vector Control Technician and Extra Help Positions for Board consideration.

4. **Adjournment**



CERTIFICATE OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California that a copy of the foregoing agenda was posted at 1145 North Azusa Canyon Road, West Covina, CA 91790 and the District's website (www.sgvmosquito.org) not less than 72 hours prior to the meeting per Government Code 54954.2.

Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public viewing and inspection at the San Gabriel Valley Mosquito & Vector Control District Office located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during regular business hours.

A handwritten signature in blue ink that reads "Cecilia Contreras".

Cecilia Contreras, Clerk of the Board
San Gabriel Valley MVCD

NOTICE TO THE PUBLIC

This agenda shall be made available upon request in alternative formats to persons with a disability as required by the American with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (California Government Code §54954.2).

If you need special assistance or accommodations to participate in this meeting, please contact the Clerk of the Board at 626-814-9466 ext.1001. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)



San Gabriel Valley Mosquito & Vector Control District District Manager's Report

Date: March 10, 2023

Meeting of: San Gabriel Valley Mosquito and Vector Control District Board of Trustees:
Joint Meeting of the Finance and Audit & Personnel Committees

Subject: **Consider Salary Schedule Updates for District Manager, Limited Term Vector Control Technician, and Extra Help Positions**

Exhibit(s): Exhibit 3A, 3B

Background

In fiscal year 2021-2022, as part of the annual budget, the Board approved salary schedule increases for most positions based on regional class and compensation studies. The adjustments improved deficiencies in salaries and benefits for those positions. Positions not considered in this adjustment process included the District Manager, Limited Term Vector Control Technician, Extra Help Vector Control Technician, Extra Help Assistant Vector Ecologist, and Extra Help Outreach Assistant.

A current assessment of these salary schedules shows significant deficiencies as compared to other vector control districts in the Southern California region. The current labor market and economic conditions have only widened these deficiencies since they were left out of previous adjustments. Additionally, the District is finding it difficult to attract quality applicants for seasonal extra help positions as minimum wage continues to increase.

In order to remain competitive in the current job market and attract quality talent, District staff is recommending a salary schedule adjustment for the positions listed above; and has prepared responsible and competitive recommendations for each.

District Manager's Recommendation

The District Manager recommends approval of the proposed salary schedule updates as presented in Exhibits 3A and 3B for Board consideration.

Committee Action Options

- Committee Action: If the Committee concurs, following the public discussion by members of this item, the appropriate action is to recommend the proposed salary schedule updates as presented for District Manager, Limited Term Vector Control Technician, and Extra Help Positions for Board consideration.
- Alternative Committee Action: If after discussion by members of this item, the Committee may choose to deny the recommendation of the proposed salary schedule updates as presented for District Manager, Limited Term Vector Control Technician, and Extra Help Positions for Board consideration.

Submitted by:

A handwritten signature in black ink that reads "Jason Farned".

Jason Farned
District Manager

DISTRICT MANAGER SALARY SCHEDULE UPDATE FISCAL YEAR 2022-2023 SAN GABRIEL VALLEY MVCD

CURRENT SALARY SCHEDULE										
DISTRICT MANAGER	Step 1	Step 1.5	Step 2	Step 2.5	Step 3	Step 3.5	Step 4	Step 4.5	Step 5	
	140,240.52	144,623.04	149,005.55	153,388.07	157,770.59	162,153.10	166,535.62	170,918.13	175,300.65	Annual
	11,686.71	12,051.92	12,417.13	12,782.34	13,147.55	13,512.76	13,877.97	14,243.18	14,608.39	Monthly
	5,393.87	5,562.42	5,730.98	5,899.54	6,068.10	6,236.66	6,405.22	6,573.77	6,742.33	Bi-Weekly
	67.42	69.53	71.64	73.74	75.85	77.96	80.07	82.17	84.28	Hourly

PROPOSED SALARY SCHEDULE										
DISTRICT MANAGER	Step 1	Step 1.5	Step 2	Step 2.5	Step 3	Step 3.5	Step 4	Step 4.5	Step 5	
	159,964.00	164,962.88	169,961.75	174,960.63	179,959.50	184,958.38	189,957.25	194,956.13	199,955.00	Annual
	13,330.33	13,746.91	14,163.48	14,580.05	14,996.63	15,413.20	15,829.77	16,246.34	16,662.92	Monthly
	6,152.46	6,344.73	6,536.99	6,729.25	6,921.52	7,113.78	7,306.05	7,498.31	7,690.58	Bi-Weekly
	76.91	79.31	81.71	84.12	86.52	88.92	91.33	93.73	96.13	Hourly

SALARY COMPARISONS										
DISTRICT MANAGER	Annual									
Coachella Valley MVCD	170,768.00	Contract	(plus annual bonus of 5%)							
Greater Los Angeles MVCD	185,000.00	Contract								
Northwest MVCD	204,408.00	Step 10								
Orange County MVCD	181,800.00	Contract	(plus annual bonus of 2.5%)							
West Valley MVCD	208,917.00	Contract								

Salary Survey - District Managers 2022-2023

Agency	Title	# of Cities/County Uninc. Served	Agency Annual Budget (million)	Number of FT Employees	Tenure of Current District Manager (yrs)	Annual Salary	Monthly Auto Allowance	District contrib. to 457 or 401A/K per month	PERS Retirement Formula	Employer share of PERS Contributions	Employer share of PERS Contributions-Dollar Amt	Annual Bonus (if any)	Vacation/ Executive Leave	Total Compensation	% of Annual Budget
Northwest MVCD	District Manager	8	3.9	20	2	\$204,408.00	\$500.00	0	2@62*	7.30%	\$14,921.78	0	5 weeks/ 1 week	\$210,000.00	5.38%
West Valley MVCD	District Manager	7	3.64	21	6	\$208,917.00	\$500.00	\$435.24	2@62	7.47%	\$15,606.10	\$0.00	4 weeks/ none	\$220,140.00	6.05%
GLACVCD	General Manager	36	19.5	90	1	\$185,000.00	\$500.00	\$1,040.63	2@55	9.41%	\$17,408.50	\$0.00	5 weeks/1 week	\$203,488.00	1.04%
OCMVCD	District Manager	35	15.1	68	0.5	\$181,800.00	\$500.00	\$660.00	2@62	9.41%	\$17,107.38	\$4,810.00	4 weeks/2 weeks	\$200,530.00	1.33%
Coachella MVCD	General Manager	11	11	63	7	\$170,768.00	\$500.00	\$543.88	2@60	8.09%	\$13,815.13	\$8,048.29	5 weeks/ 2 weeks	\$191,343.00	1.74%
San Gabriel MVCD	District Manager	27	5.57	42	1	\$162,153.00	\$500.00	\$270.25	2@62	7.47%	\$12,112.83	\$0.00	4 weeks/1 week	\$171,396.00	3.08%
Average Compensation						\$185,507.67	\$500.00	\$491.67				\$2,143.05	5.4 weeks	\$199,482.83	

**EXTRA HELP POSITIONS SALARY SCHEDULE UPDATE
FISCAL YEAR 2022-2023
SAN GABRIEL VALLEY MVCD**

CURRENT SALARY SCHEDULE										
EXTRA HELP POSITIONS	Step 1	Step 1.5	Step 2	Step 2.5	Step 3	Step 3.5	Step 4	Step 4.5	Step 5	
Limited Term Vector Control Technician	15.37	15.85	16.33	16.81	17.29	17.77	18.25	18.73	19.21	Hourly
Extra Help Vector Control Technician	15.37	15.85	16.33	16.81	17.29	17.77	18.25	18.73	19.21	Hourly
Extra Help Assistant Vector Ecologist	16.17	16.67	17.18	17.68	18.19	18.69	19.20	19.70	20.21	Hourly
Extra Help Outreach Assistant	15.41	15.89	16.37	16.85	17.33	17.81	18.29	18.77	19.25	Hourly

PROPOSED SALARY SCHEDULE										
EXTRA HELP POSITIONS	Step 1	Step 1.5	Step 2	Step 2.5	Step 3	Step 3.5	Step 4	Step 4.5	Step 5	
Limited Term Vector Control Technician	19.00	19.59	20.19	20.78	21.38	21.97	22.56	23.16	23.75	Hourly
Extra Help Vector Control Technician	17.00	17.53	18.07	18.60	19.13	19.66	20.19	20.72	21.25	Hourly
Extra Help Assistant Vector Ecologist	17.00	17.53	18.07	18.60	19.13	19.66	20.19	20.72	21.25	Hourly
Extra Help Outreach Assistant	17.00	17.53	18.07	18.60	19.13	19.66	20.19	20.72	21.25	Hourly

SALARY COMPARISONS										
EXTRA HELP POSITIONS										
Coachella Valley MVCD	18.00 Hourly									
Greater Los Angeles MVCD	18.23 - 22.16 Hourly (To be competitive, new hires begin at 19.14 step)									
Northwest MVCD	17.13 - 26.57 Hourly (To be competitive, new hires begin at 19.35 step)									
Orange County MVCD	19.00 Hourly									