***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[x]**  |  | **Time Requested:** | **5 Minutes** | **Meeting Date:** | **July 5, 2022** |
| ***OR*** |
| **Consent** | **[ ]**  |  |
| **Contact Person/Department:** | **Melissa Cummins, Deputy CAO – Personnel** | **Phone:** | **530.842.8017** |
| **Address:** | **1312 Fairlane Road, Suite 1, Yreka CA 96097** |
| **Person Appearing/Title:** | **Melissa Cummins, Deputy CAO – Personnel & Risk Management Officer** |
| **Subject/Summary of Issue:** |
| Side letters are not typically brought before the Board, however, since these side letters result in increased costs not included in the Recommended Budget approved for the Sheriff’s Office by the Board on June 14, 2022, staff is bringing this as an informational item only. The side letter by and between the County of Siskiyou and the Organized Employees of Siskiyou County’s (OESC) Miscellaneous and Management Units regarding the salary for the following classifications. * Communications Dispatcher I/II
* Senior Communications Dispatcher
* Communications Dispatcher Coordinator

The changes include a 10% increase in the base rate of pay plus adjustments related to the salary schedule.The necessary budget adjustments will be included as part of the Adopted Budget packet presented to the Board of Supervisors at a future meeting.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | See Attached |  |  |  |  |
| Fund:  |       |  | Description: |       | Org.: |       | Description: |       |
| Account: |       |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:* N/A |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Informational item only. No action necessary.  |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021