***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 12, 2022** |
| ***OR*** |
| **Consent** | **[ ]**  |  |
| **Contact Person/Department:** | **Melissa Cummins, Deputy CAO – Personnel/Risk** | **Phone:** | **530.842.8017** |
| **Address:** | **1312 Fairlane Road, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Melissa Cummins, Deputy CAO – Personnel and Risk Management Officer** |
| **Subject/Summary of Issue:** |
| Board discussion, direction, and possible action regarding a resolution regarding salaries and benefits for Elected Department Heads. Changes include:* + Salary
		- 4% Effective 07/24/2022
		- 3% Effective 02/05/2023
* Insurance
	+ Effective 02/01/2027 - County contributes 85% of CalPERS Gold health premium and 85% of dental premium for employee and dependents.
* Deferred Compensation – Increase from $ 138.47 per pay period to $ 150.00 per pay period.
* Retiree Health – Update language to include minimum employer contribution for retiree health for employees hired after January 1, 2023.
* Retiree Dental – Update retiree dental language.
* Discontinue long term disability insurance effective January 31, 2027.
* Increase administrative leave to eighty hours per calendar year.
* Various language cleanup.
 |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: |   |  |  |  |  |
| Fund:  | See Attached |  | Description: |  | Org.: |  | Description: |  |
| Account: |  |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| 1. Adopt Resolution regarding certain terms and conditions of employment for Elected Department Heads effective July 12, 2022.2. Adopt Resolution amending the Siskiyou County Salary Schedule as detailed in the Resolution, effective July 24, 2022. |
| **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