


Agenda Date: December 20, 2018
Agenda Placement: Departmental
Estimated Time: 15 minutes
Continued Item: No

Board Agenda Item

TO: Air Pollution Control District Board

FROM: Steve Lavagnino, Chair of the Board of Directors 

SUBJECT: Consideration of salary merit increase for Control Officer Arlin Genet

RECOMMENDATION:

That the Board consider a salary merit increase for Control Officer Aeron Arlin Genet. For purposes of discussion, this Board letter proposes a 3 percent salary merit increase.

DISCUSSION: Pursuant to Section 5 “Salary” of Ms. Arlin Genet’s employment contract, the Board agreed to salary discussions with the Control Officer in conjunction with the annual employee performance review required under Section 6 of the contract. Ms. Arlin Genet’s employee performance review was completed last October.

I am docketing this Board letter in order to honor the Board’s agreement to conduct salary discussions with the Control Officer. For purposes of discussion, a 3 percent merit increase is proposed. Counsel has advised that the Board has discretion in this matter and may grant a 3 percent increase, grant a smaller or larger increase, or decline to increase the salary.

Ms. Arlin Genet’s salary as of October 2018 was \$175,000 annually. Pursuant to Section 8(E) of the employment contract, the Control Officer receives any Cost of Living Adjustments (“COLA”) authorized for Staff. At the October meeting, the Board approved Staff COLA increases of 2 percent effective September 10, 2018 and 3 percent effective July 1, 2019. These increases are in addition to any merit increase the Board may approve for the Control Officer.

FISCAL IMPACT: Ms. Arlin Genet’s salary as of October 2018 was \$175,000 annually. As of today, the Control Officer’s salary, with the 2 percent COLA that became effective September 10, 2018, is \$178,500. Starting this pay period the District’s unit cash is being combine with base pay, which your board approved at the October 2018 meeting. The Control Officer’s base salary of \$178,500 is being combined with the unit cash of \$8,543 for a total of \$187,043. If a 3 percent salary merit increase is approved, the annual salary will increase to \$192,654. An additional 3 percent COLA will be applied on July 1, 2019.