

RESOLUTION NO. 17-974

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JOSHUA BASIN
WATER DISTRICT APPROVING THE COMPENSATION PLAN FOR THE
MANAGEMENT SUPERVISORY, AND CONFIDENTIAL UNIT**

WHEREAS, pursuant to Article VII, Section A of the Personnel Policy – Resolution No. 333-90 of the Joshua Basin Water District (hereafter “District”), the Board of Directors of the Joshua Basin Water District hereby adopts the revised compensation plan for the Management, Supervisory, and confidential Bargaining Unite (hereafter “MSC”).

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Joshua Basin Water District that amendments and additions to the Articles VII and VIII of the Personnel Policy, Resolution No. 333-90, as set forth in Exhibit “A” to this Resolution and made a part of the Resolution are hereby adopted effective May 3, 2017.

ADOPTED, SIGNED AND APPROVED this 3rd day of May 2017.

Mickey Luckman Aye
Robert Johnson Aye
Geary Hund Aye
Rebecca Unger Aye



Mickey Luckman, President, Board of Directors



Curt Sauer, Board Secretary

EXHIBIT A to Resolution No. 17-974

Article VII – Compensation Plan, addition to the beginning of Section B – Salary Steps

Effective with the first full pay period starting after approval by the District’s Board of Directors, the District will adopt Appendix IV to the Koff report, entitled “Proposed Range Placement Recommendations.” No reductions in salary shall occur for any classification as a result of this range adjustment.

Effective with first full pay period starting after approval by the District’s Board of Directors, and after first making the range adjustment described above, all classifications subject to this ratification shall receive a cost of living increase for all steps equal to 2.5%.

Effective with the first full pay period starting in January 2018, all classifications subject to this ratification shall receive a cost of living increase for all steps equal to 2.5%.

Effective with the first full pay period starting in January 2019, all classifications subject to this ratification shall receive a cost of living increase for all steps equal to 2.5%.

No employee will be entitled to salary in excess of the top step for the employee’s classification, regardless of the employee’s performance evaluation.

Article VII – Compensation Plan, NEW Section J – Longevity Pay

Effective with the first full pay period after approval by the District’s Board of Directors, the District will pay longevity pay in the following amounts:

After 10 years of continuous District service: \$20.00 per month;

After 15 years of continuous District service: \$40.00 per month; and

After 20 years of continuous District service: \$60.00 per month.

Although stated as a monthly amount, the longevity pay shall be paid in each pay period in an amount equal to the monthly amounts stated above. Continuous District service preceding the approval of this resolution by the District’s Board of Directors shall count toward meeting the service thresholds described above.

Article VII – Compensation and Hours, NEW Section K – Safety Boot Allowance for Eligible Employees

The District will reimburse employees in the following eligible MSC classifications (Distribution Supervisor, Production Supervisor, and any other classification that is determined by the General Manger to be eligible) up to \$200.00 per calendar year for the purchase of safety boots to be used at work, in accordance with the safety boot policy. The employee is responsible for providing proof (e.g. a photocopy of boot specifications or the specifications depicted on the exterior of the boot box) that the “ASTM F2413-11 I/75 C/75 EH” standard has been satisfied, completing a District reimbursement form and submitting this form along with the original receipt of purchase to their immediate supervisor.

The immediate supervisor will review the submittal, physically inspect the safety boots, and ensure eligibility for reimbursement pursuant to this policy. If the documentation confirms eligibility, the immediate supervisor will process with the Finance Department for reimbursement.

Article VIII – Employee Benefits, addition to Section B4 - Group Health Insurance Program

Legacy Option

For all MSC employees subject to this resolution hired prior to 1/1/2017:

Beginning in the first full month after approval by the District’s Board of Directors, employees that were hired prior to January 1, 2017 may choose the Legacy Option. The District shall contribute \$1,000.00 per month for each eligible MSC employee to be used for employee health, dental, vision, and related insurance benefits.

Eligible MSC employees that select the legacy option are allowed to opt out of the District medical plan if they provide proof of other acceptable alternative group medical coverage. The eligible employee must provide proof of the existence of such acceptable alternative group medical coverage yearly, and must sign a written notice of declination yearly indicating that the employee is declining the District’s medical insurance coverage and that the employee has acceptable alternative group medical coverage.

The employee will still be required to participate in dental and vision insurance benefits. From the monthly benefit, the District shall deduct the “employee only” mandatory premiums for the District’s dental and vision insurance coverage.

The eligible MSC employee would be permitted to use the balance of the contribution for any related insurance benefit offered by the District. The eligible MSC employee would be permitted to receive the unused balance of the contribution as a cash benefit. The cash benefit may be subject to CalPERS and taxation.

If the eligible Legacy MSC employee has a qualifying loss of acceptable alternative group medical coverage, the employee must notify the District of their loss in coverage as soon as possible. The employee would become eligible to enroll in the District provided medical plan (subject to applicable waiting periods) under Tier 2 provisions.

Tier 1

For all MSC employees hired prior to 1/1/2017:

Beginning in the first full month after approval by the District’s Board of Directors, all MSC employees **MUST** enroll in the currently available District provided health plans. The employee must enroll at a **minimum level of single employee only coverage** for medical, dental and vision plans.

The District shall pay 100% of the premiums for *employee only* medical, dental, and vision coverage, subject to a monthly cap, set at \$1,700.00 at the time of this writing.

Employees may apply the remaining balance of the monthly cap (above the cost of required single employee only–premiums) to optional eligible dependent premiums. Dependent eligibility must be proven.

Any unused portion of the monthly contribution cap that is not used by the required single employee only enrollment in medical, dental, vision, and optional dependent coverage, will be paid to the employee. Tier 1 employees cannot convert back to the Legacy Option.

Tier 2

For all MSC employees hired AFTER 1/1/2017:

Beginning in the first full month after approval by the District's Board of Directors, all MSC employees **MUST** enroll in the currently available District provided health plans. The employee must enroll at a **minimum level of single employee only coverage** for medical, dental and vision plans.

The District shall pay 100% of the premiums for **employee only** medical, dental, and vision coverage, subject to a monthly cap, set at \$1,700.00 at the time of this writing.

Employees may apply the remaining balance of the monthly cap (above the cost of required single employee only–premiums) to optional eligible dependent premiums. Dependent eligibility must be proven.

If premium costs are less than the monthly contribution cap, the unused portion will not be paid to the employee. There will be **NO** opt out cash available nor can the employee receive cash above the cost of premiums.

Tier 2 employees may use these funds to purchase any insurance products offered by the District, specifically including, but not limited to, short and long term disability insurance.

Tier 1 and 2 - Additional Provisions

The 2017 monthly cap is \$1,700.00 and will be increased by \$50.00 per month in January 2018 and again in January 2019 for both Tier 1 and Tier 2.

Any cost for additional benefits in excess of the monthly contribution cap is the responsibility of the employee whether in Tier 1 or Tier 2.

Any full-time employees that work fewer than forty (40) hours per week, for reasons other than using earned accruals or allowable paid leaves, shall receive the applicable Tier 1 or Tier 2 benefits prorated based on the number of hours paid compared to a full time forty (40) hour schedule. Full time employees on unpaid leaves are subject to proration. Any employee who is regularly scheduled to work less than 40 hours per week shall receive no benefits under this provision.

The District agrees to maintain the ACWA health insurance program and all other insurance products currently offered for the duration of this ratification to the extent they continue to be offered by the carrier.

Article VIII – Employee Benefits, NEW Section B.1.c - Retirement Programs – Deferred Compensation/457

The District shall continue to provide a voluntary deferred compensation 457 plan to Eligible Employees. Effective with the first full pay period after approval by the District’s Board of Directors, the District shall make a matching contribution equal to 10% of the employee’s contribution, not to exceed \$700.00 per calendar year. (Example – employee contributes \$2,000.00 to the deferred compensation/457 Plan between January 1-December 31. The District shall be obligated to pay 10% of \$2,000.00 (\$200.00) into the employee’s account.) The District shall make its contribution at the end of the calendar year.

Upon retirement or termination, employees may choose to withdraw the money from their account, but penalties may apply based on their age, etc. Employees will be provided with the name of the individual administering the deferred compensation plan on the District’s behalf upon request.

Employees may request withdrawal of deferred compensation funds due to “unforeseeable emergencies”. Each request for withdrawal of funds shall be considered on a case-by-case basis. The General Manager will review the details surrounding the request and after consultation with the District’s auditors, the deferred compensation plan administrator, the IRS, and/or other similar experts, shall approve or disapprove the request for withdrawal.