



**SAN BERNARDINO
VALLEY** | A REGIONAL WATER
AGENCY SINCE 1954

**BOARD OF DIRECTORS' WORKSHOP - WAGES, BENEFITS AND INSURANCE
2:00 pm Thursday, May 23, 2024**

In Person:

380 East Vanderbilt Way
San Bernardino, CA 92408

Online via Zoom:

<https://sbvmwd.zoom.us/j/88538051021>

Meeting ID: 885 3805 1021

PASSCODE: 3802020

By Telephone:

Dial-in Info: (877) 853 5247 US Toll-free

Meeting ID: 885 3805 1021

PASSCODE: 3802020

If you are unable to participate online or by telephone, you may also submit your comments and questions in writing for the District's consideration by sending them to comments@sbvmwd.com with the subject line "Public Comment Item #" (insert the agenda item number relevant to your comment) or "Public Comment Non-Agenda Item". Submit your written comments by **6:00 p.m. on Wednesday, May 22, 2024**. All public comments will be provided to the Board President and may be read into the record or compiled as part of the record.

IMPORTANT PRIVACY NOTE: Online participants **MUST** log in with a Zoom account. The Zoom app is a free download. Please keep in mind: (1) This is a public meeting; as such, the virtual meeting information is published on the World Wide Web and available to everyone. (2) Should you participate remotely via telephone, your telephone number will be your "identifier" during the meeting and available to all meeting participants; there is no way to protect your privacy if you elect to call in to the meeting.



SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
380 E. Vanderbilt Way, San Bernardino, CA 92408

BOARD OF DIRECTORS' WORKSHOP - WAGES, BENEFITS AND INSURANCE
2:00 PM Thursday, May 23, 2024

CALL TO ORDER

1) **INTRODUCTIONS**

2) **PUBLIC COMMENT**

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items except as authorized by law. Each speaker is limited to a maximum of three (3) minutes.

3) **DISCUSSION AND POSSIBLE ACTION ITEMS**

3.1 Consider a "Vitality Leave" Pilot Program (30 min) - Page 3
[Staff Report - Consider a "Vitality Leave" Pilot Program](#)

3.2 Consider Revised Job Position and Salary Range Table (30 min) - Page 8
[Staff Report - Consider Revised Job Position and Salary Range Table](#)
[Proposed Revisions to July 1, 2023 Job Position and Salary Range Table](#)
[Proposed Organizational Chart Effective July 1, 2024](#)
[Water Resources & Planning Projects and Programs](#)

3.3 Consider Cost of Living Adjustment for Fiscal Year 2024/2025 (20 min) - Page 21
[Staff Report - Consider Cost of Living Adjustment for Fiscal Year 2024-2025](#)
[Bureau of Labor Statistics Consumer Price Index 12 month change March 2023 to March 2024 - Urban Wage Earners and Clerical Workers - Riverside, San Bernardino, Ontario, California](#)
[Approved Job Position and Salary Range Table effective July 1, 2023](#)
[Approved Salary Schedule effective July 1, 2023](#)

3.4 Approve Resolution No. 1182 Paying Employer Paid Member Contributions for Employees Hired on or After July 1, 2011 (15 min) - Page 27
[Staff Report - Approve Resolution No. 1182 Paying Employer Paid Member Contributions for Employees Hired on or After July 1 2011](#)
[Resolution No. 1182 Paying EPMC - Employees Hired on or After July 1 2011 for FY 2024-2025](#)

4) **FUTURE BUSINESS**

5) ADJOURNMENT

DATE: May 23, 2024

TO: Board of Directors' Workshop - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Consider a “Vitality Leave” Pilot Program

Staff Recommendation

Staff recommends the Board authorize a “Vitality Leave” pilot program throughout the upcoming fiscal year (July 1, 2024 – June 30, 2025) which would provide two new weeks of leave to each employee and be implemented on a scheduled, 1 week per 4-months cadence, and rotated through departmental staff so that all operations and functions of the organization are adequately supported. Staff believes this innovative proposed program will promote employee health, wellness, and personal resilience while protecting and maximizing the vitality and long-term productivity of our high performing team. There is no cost to the agency to implement the program. Based on outcomes of this year’s pilot program, we believe this proposed “Vitality Leave” benefit would add value to the agency, a recommendation to incorporate the leave into our formal benefits program and Employee Handbook would be brought to the Board for consideration at next year’s (2025) Wages and Benefits Workshop.

Background and Discussion

The practice of offering vacation as an earned benefit and increasing accrual rates based on years of service is typical with many public sector organizations. There are two problems with this standard model, first in terms of recruitment of long-tenured staff from other agencies but, more importantly, as it affects the long-term vitality of a workforce.

Vitality is described as, “*exuberant strength or mental vigor*”, “*having energy and being vigorous and active*”, or as an “*important trait that allows you to continually grow and live or work with purpose.*” In essence, vitality means being energized, healthy, and well-rounded and these characteristics are critical in agencies like ours where professionals are required to sustain a very high-level of effort over long periods of time to achieve our large scale and complex goals.

Supporting vitality as a characteristic of our team is something that we must intentionally nurture if we want our high performers to maintain that performance over time.

While our agency is competitive in many areas for recruitment, we recognize that the leave benefit is a weak area – especially when trying to hire senior staff from other agencies who often have accrued 4+ weeks of annual vacation time in their tenure. Currently, San Bernardino Valley offers annual paid vacation to all full-time employees, based on years of service with the agency as follows:

- 0-4 Years = 2 weeks (80 hours)
- 5-9 Years = 3 weeks (120 hours)
- 10+ Years = 4 weeks (160 hours)

Importantly, there seems to be a disconnect for many employers and leave programs in how they view the purpose of leave which undervalues the critical benefits that result, for both individuals and the organization, when people take time off to restore the mind and body. In conventional public sector settings, vacation time is often seen as a reward for tenure or “time served” rather than viewed as a necessary and valuable tool to promote rest and rejuvenation of our most important asset, our staff. The standard approach and vacation accrual rates based on tenure do not adequately address the fact that new employees bring results, give 100% on a daily basis, and are just as susceptible (or perhaps even more susceptible in early years of a new job) to burnout as long-tenured employees. In other words, their health and vitality are equally important and deserving of protection through adequate time off, which is not reflected in the current modus operandi of many agencies.

Our staff, whether long-standing or new, perform at extremely high levels from day one on the job and this sustained performance puts a strain on people from which they need to recover periodically – no matter how long they have been employed at the agency. If you think of our mission, vision, and our supporting workload as a long-distance endurance race, there are always “recovery tents” throughout the journey where people rest, regroup, refresh, and reenergize before heading off to the next leg of the race. The Vitality Leave program embeds use of the “recovery tents” idea into our workplace culture through a structured leave schedule and, while people (hopefully) also use their earned vacation time, we know that every employee will have at least one week off every four months throughout the year because of this agency-directed program. One employer (tech industry whose employees also had trouble taking a break from the job) that implemented a similar program found that when employees returned from this scheduled

week off, they returned feeling rejuvenated, excited with new ideas and they spread positive energy and a sense of invigoration throughout the team. Likewise, team members who were preparing to take their scheduled week off felt more enthusiasm and motivation based on the newfound energy of their teammates, and it made them push to get more done in preparation for *their* week off. This combination of people returning from leave and people getting ready to go out on leave was found to amplify the overall positive impact throughout the organization.

The concept of Vitality Leave emphasizes long-term wellbeing, creativity, and productivity within our small team – which is highly reliant on all members bringing their best to the job consistently and dependably, year after year. As a cohesive team, it's vital that we implement strategies that ensure staff take the necessary breaks for rest and rejuvenation. Key to this program's success is ensuring backup in roles and functions within our team to ensure individuals' time off doesn't negatively impact operations or functions of departmental teams, which we believe we can achieve through strategic, staggered scheduling of the Vitality weeks.

Our staff push hard from day one, and many hesitate to take time off. This dedication, while commendable, can lead to burnout. An anonymous survey was conducted to determine how our staff feel about their workload and ability to rejuvenate; 25 of 33 staff completed the survey resulting in the following:

- 84% work more than 40 hours per week to accomplish work.
- 80% work weekends; 47% of those who work weekends stated they work weekends often.
- 60% indicate their workload is more than their capacity (normal time and energy resources).
- 76% felt overwhelmed by their workload, sometimes, often, or always.
- 96% hesitate to take vacation time off.
- 36% feel they do not have enough vacation to cover personal needs and time for rest and rejuvenation.
- 76% take vacation in one or two-day increments in conjunction with regular days off; 20% take vacation in 1-week increments and 4% take more than a week off at a time.
- 32% indicated they cannot disengage from work while on personal time off.
- 64% state they work while on vacation, sometimes, often or always.
- 44% of staff feel they do not have margin; margin refers to having more capacity than required for work and personal matters and entails the ability to quickly recover when maxed out due to work and/or personal challenges.

But there is some good news, too:

- A majority of staff indicate they feel rejuvenated after taking time off, though a smaller portion of staff stated they are only rejuvenated “sometimes”.
- 76% find themselves in the “Green Zone” most often; in this zone they are bringing their best selves to work, they relish challenges, feel calm, collected and in control, are highly energized and firing on all cylinders.
- 84% indicate they feel supported by their team and management always or often.

The survey also found that employees hesitate to take time off, or to take more than a day or two at a time, often due to concerns about key deadlines, adding work to someone else’s workload, work accumulating while they are off, little redundancy to cover tasks, expertise may be limited to one person which impacts ability to take time off, or because they accrue at the lowest level of vacation so they may save it for an emergency rather than leave for their wellbeing throughout the year.

As part of the pilot program, we plan to survey employees again after a year of the Vitality Leave program has been implemented to understand its impact on wellbeing, capacity, and burnout risk. We will also analyze and summarize any lessons learned, unexpected challenges, and ways that the program could be improved to achieve its goals while protecting the function of the organization.

THE PROGRAM

The Vitality Leave pilot program provides each eligible employee, regardless of tenure, with three (3) work weeks of Vitality Leave annually. Eligible employees shall take Vitality Leave in one (1) work week increments, distributed throughout the year as assigned. Vitality Leave is not accrued but rather designated for fixed periods and assigned to employees annually.

To ensure continuous coverage of essential tasks and projects, Vitality Leave will be strategically staggered. This will be achieved by scheduling leave in advance to ensure visibility and plan handover periods, which is the time designated to review work needs.

Eligible employees will be scheduled for one (1) work week of Vitality Leave in December. For all eligible employees, this week will occur during the period that includes Christmas Eve to New Year's Day and will encompass any fixed holidays assigned during the same period.

Each eligible employee will have two (2) additional Vitality Leave periods scheduled and assigned in advance for the following year. This scheduling will be conducted in the same way that fixed holidays are assigned to specific dates/periods of time. Once assigned, the week of Vitality Leave assigned to an employee will be fixed and cannot be exchanged with another employee.

To be eligible for Vitality Leave, employees must:

1. Be employed in a full-time capacity, in a position designated on the Board approved Job Position and Salary Range Table at the time of the leave.
2. Work their regularly scheduled hours or be on an approved paid leave utilizing accrued leave balances for the normally scheduled workdays immediately preceding and following the assigned Vitality Leave period. Paid leave utilized in conjunction with Vitality Leave may not exceed one (1) work week.

Unused Vitality Leave is not a vested benefit and not payable upon termination of employment.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Promoting a growth-oriented culture and rewarding career trajectory and succession planning are key to this strategy. This program also supports our values of being Innovative and remaining Driven over the long term.

Fiscal Impact

No fiscal impact.

DATE: May 23, 2024

TO: Board of Directors' Workshop - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Consider Revised Job Position and Salary Range Table

Staff Recommendation

Staff recommends approving the most recent Job Position and Salary Range Table, effective July 1, 2023, with the following revisions, to be effective July 1 and August 31, 2024, unless otherwise specified, bringing the total FTE authorization to 38 as of August 31, 2024.

Summary

1. Add the following proposed new job titles and pay ranges to the official Job Position and Salary Range Table to clearly establish structured career pathways within our agency that support our strategic goals, address skill gaps, and reflect the multidisciplinary and complex nature of our work. Adding titles to the catalog of approved positions within the organization does not require or imply that we would have all these positions active at any given time, rather, that the career pathways within areas of expertise have been thoughtfully considered for future needs and operational flexibility. This strategic approach not only facilitates employee development and satisfaction but also enhances engagement by providing well-defined career progressions. Such frameworks are essential, as they allow for internal promotions based on achieved milestones and enable hiring at various levels to meet the agency's needs. Without these pathways, employees may feel the need to seek opportunities outside the agency to gain more diverse and advanced experiences.

TITLE	PROPOSED PAY RANGE	SERIES INFORMATION
CREATE SERIES - ACCOUNTANT		
Accountant	20	Expansion of the series will address progression gaps between existing roles and leadership roles, supporting succession planning efforts and providing well-defined career progressions, building in an entry-level role.
Principal Accountant	30	

CREATE SERIES - ADMINISTRATIVE ANALYST		
Administrative Analyst I	14	Staffing within the agency currently includes advanced clerical titles/roles but lacks positions that provide varying levels of analytical support across departments and prepare employees for higher-level management positions. Introducing an Administrative Analyst series will address this need by creating roles that act as "utility players" capable of performing varied analytical tasks throughout the organization. This series will enhance operational efficiency and establish a clear career progression path from clerical positions to higher-level management.
Administrative Analyst II	20	
Senior Administrative Analyst	24	

CREATE SERIES - BUSINESS SYSTEMS ANALYST		
Senior Business Systems Analyst	24	Creation of the series will address progression gaps between existing roles and leadership roles, supporting succession planning efforts and providing well-defined career progressions.
Principal Business Systems Analyst	30	

CREATE SERIES - ENVIRONMENTAL COMPLIANCE SPECIALIST		
Environmental Compliance Specialist	20	Creation of the Environmental Compliance Specialist Series spanning from entry level to Principal supports the varied and complex environmental issues that our staff addresses on behalf of the Upper SAR HCP and our own agency projects. Building capacity and flexibility in this department is critical to achieving our strategic goals and building water infrastructure.
Senior Environmental Compliance Specialist	24	
Principal Environmental Compliance Specialist	30	

EXPAND SERIES - PROJECT MANAGER		
Project Manager I	21A	Expansion of the series will address progression gaps between existing roles and leadership roles, supporting succession planning efforts and providing well-defined career progressions, building in an entry-level role.
Principal Project Manager	31A	

CREATE SERIES - STRATEGIC COMMUNICATIONS SPECIALIST		
Strategic Communications Specialist	20	The Strategic Communications Specialist Series has been created to align with our strategic goals and the evolving nature of our operations. This new series will focus more on communications and engagement with the public and our other stakeholders. This series will cover the agency's broad range of programs, including demand management, special events, and written and digital media. It will replace the current Engagement and Conservation Program Manager role. Demand Management-related workload will be a partnership between the Water Resources technical team and the Strategic Communications team. The Demand Management program data and incentive calculations will be managed by Water Resources, with Strategic Communications handling the communications and outreach aspects. Two new technical positions are requested for Water Resources to support this and other programs.
Senior Strategic Communications Specialist	24	
Principal Strategic Communications Specialist	30	

CREATE SERIES - WATER RESOURCES ANALYST		
Water Resources Analyst	20	Creation of the Water Resources Analyst Series is designed to align with our strategic goals and adapt to evolving operational demands. This series provides opportunities to build a strong support staff for the integrated Water Resources, Planning and Watershed Resilience, and Engineering team. The new series encompasses a broader set of responsibilities ensuring robust support for the substantial Water Resources workload. The new series encompasses a broader set of responsibilities ensuring robust support for the Water Resources team.
Senior Water Resources Analyst	24	
Principal Water Resources Analyst	30	

2. Add the following new full-time position allocations to the Job Position and Salary Range Table, effective July 1, 2024:

TITLES	PROPOSED PAY RANGE	FTE	SUPPORTING INFORMATION
Associate Engineer	24A	1	To be successful, the Water Resources Team requires a diverse set of skills, including knowledge of aquifers, groundwater and surface water quality, recycled water, and water infrastructure. This includes understanding pipes, canals, pump stations, reservoirs, wells, tanks, recharge basins, and treatment plants. Collaboration with various water agencies and districts is essential for water conveyance and storage projects. Expanding

Principal Engineer	31A	1	the team by adding a Principal Engineer and an Assistant/Associate Engineer will enhance the team's capabilities, improve regional support, and enable timely delivery of key projects such as the San Bernardino Basin Optimization and Stewardship Program, and other groundwater investigations. If a highly qualified candidate applies that would meet the needs of the position but is not a Principal Engineer, this position could also be filled at the Principal Water Resources Analyst level (30).
Principal Environmental Compliance Specialist	30	1	This role will provide significant assistance to the Environmental team, enhancing their ability to manage current and future environmental requirements of several upcoming large projects including expansion of our hydropower facilities and development of a mitigation bank or reserve program..
Water Systems Operator II	18A	1	This additional position is necessary due to the expanding responsibilities of our Water Operations team including updated safety protocols required by our insurance, continuous 24-hour pumping schedules, in-house maintenance of infrastructure, facilities and recharge basins, and other field responsibilities.

3. Retitle the following filled positions to new job series titles, effective July 1, 2024:
 - a. Retitle Administrative Specialist (1) to Administrative Analyst I. The assigned Pay Range remains at 14.
 - b. Retitle Water Resources Senior Planner (1) to Principal Water Resources Analyst. The assigned Pay Range remains at 30.
 - c. Retitle vacant Engagement and Conservation Program Manager (1) to Principal Strategic Communications Specialist. The assigned Pay Range remains at 30.

4. Retitle current Manager of Water Resources (1) to Manager of Integrative Planning. The title reflects a more forward-looking integrative and strategic planning process to support the agency's evolving organizational structure and needs. This role will centralize and enhance planning activities, bridging various functional areas, and building relationships to maximize operational and investment benefits through a connected whole-business approach. It involves research, evaluation, project management, and knowledge management for long-range initiatives with regional stakeholders. Reporting to the Chief of Planning & Watershed Resilience, the position supports the Chief and the entire Executive Leadership Team in sustaining and improving water resilience for the agency through integrated planning. Emphasizing a shift from fragmented planning to a collaborative, aligned, and strategic

approach, the role drives synergy within the line staff and across other departments, retail agencies, communities, and partners. The pay range remains at 33.

5. Remove the following outdated job titles effective July 1, 2024:

- Water Resources Senior Planner
- Administrative Specialist
- Engagement and Conservation Program Manager
- Manager of Water Resources

6. Remove the Chief of Statewide Water Initiatives/Deputy General Manager job title from the Job Position and Salary Range Table effective August 31, 2024. Salary and benefits costs of the position will be redirected to funding two (2) new positions within the Water Resources team.

Discussion & Further Description of Proposed Actions

San Bernardino Valley has historically maintained a relatively small staff as compared to our geographic size, multiple regional responsibilities, and approximately \$211 million annual combined budgets. The current total authorized full-time employee count stands at thirty-five (35).

San Bernardino Valley's Strategic Plan was adopted on March 15, 2022, and on September 13, 2022, the associated Goals and Objectives were approved. Strategy 5 – Attract and support top talent and promote a rewarding culture of growth and opportunity – requires adjustments to and/or additions to available agency classifications. Supporting this strategy includes promoting a career growth-oriented culture and rewarding career trajectory and developing a succession plan.

In addition to the proposed updates to job titles, staff requests consideration of four (4) new full-time employee (FTE) authorizations, and the removal of one (1) FTE authorization (when the incumbent retires in August 2024), bringing the total FTE authorized to 38. An update to the Job Position and Salary Range Table as described in staff recommendations is necessary to support Strategy 5 and the associated goals, objectives and actions.

1. The recommended changes to our Job Position and Salary Range Table incorporate additional levels within an existing series or to create a new series where one title within the new series currently exists, provides the structure crucial for effective succession planning,

increases our flexibility to appoint staff at appropriate levels according to agency requirements, allows cultivation of talent earlier in the career, supports the promotion of employees as they gain experience and reach career achievements, offers a clear growth trajectory within the organization, and addresses progression gaps between current roles and leadership roles.

The General Manager has the authority to promote employees within a job series and any promotions would be administered in accordance with the approved guidelines set forth in the San Bernardino Valley Employee Handbook.

We are recommending development of the following job series as described above:

- Accountant Series
- Administrative Analyst Series
- Business Systems Analyst Series
- Environmental Compliance Specialist Series
- Project Manager Series
- Strategic Communications Specialist Series
- Water Resources Analyst Series

2. Add the following new full-time position allocations to the Job Position and Salary Range Table, effective July 1, 2024.

Environmental

The proposed addition of one (1) new at the Principal Environmental Compliance Specialist level will significantly assist the Environmental team, enhancing their ability to manage current and future environmental permitting and compliance requirements of several upcoming large projects and initiatives, including hydropower expansion and development of a mitigation banking or reserve program.

Water Resources

The proposed addition of one (1) new Principal Engineer (or a highly qualified Principal Water Resources Analyst based on applicant pool), and one (1) new Associate Engineer (or Assistant Engineer depending on applicant pool) are needed due to redistribution of duties from the Chief of Statewide Water Initiatives (retirement of incumbent) to the Chief of Water Resources. To manage the workload of the Water Resources team, the two new positions will work on various water supply projects, watershed-wide programs, regional water management efforts, and our Watermaster technical duties as required by the court (Table,

Attachment 3), as well as provide support to the Chief while he takes on new statewide duties including the State Water Project, Sites Reservoir Project, Delta Conveyance Project, and representing our agency with the State Water Contractors.

The Water Resources Team is involved in co-managing the groundwater basins within the San Bernardino Valley service area to ensure long-term sustainability. Another role of the Water Resources Team is to work as a liaison between long range planning (Planning and Watershed Resiliency), project and program implementation (Engineering), and the outward-facing engagement efforts with the community and other stakeholders (Strategic Communications). The Water Resources Team works closely with the staff of local retail water agencies, mutual water companies, County Flood Control, Water Conservation District, and DWR.

A diverse set of skills and experiences are required for the Team to be successful. Many of the projects and assignments within Water Resources requires an understanding of aquifers, groundwater movement and quality, surface water flow and quality, recycled water, and water infrastructure like pipes, canals, pump stations, reservoirs, wells, tanks, recharge basins, and water treatment plants. Many of the meetings and collaborations with retail water agencies, mutual water companies, County Flood Control, Water Conservation District, and DWR are related to water conveyance and storage.

Expanding the Water Resources Team with a Principal Engineer and an Associate Engineer will increase the Team's capabilities and "build the bench" of support staff to improve their ability to move projects forward on behalf of the region, provide secondary support with the State Water Project, Sites Reservoir and Delta Conveyance projects. A larger pool of technical experts will also allow for the more timely delivery of important projects such as the San Bernardino Basin Optimization and Stewardship Program, amending the Points of Diversions associated with our SAR Water Rights, various annual reports, and groundwater investigations.

Depending on candidate pool, the allocation for Principal Engineer (pay range 31A) may be filled at the Principal Water Resources Analyst (pay range 30) and the allocation for Associate Engineer (pay range 24A) may be filled as an Assistant Engineer (pay range 21A).

Operations

The agency's growth and expanding responsibilities have outpaced the current Operations team's capacity, highlighting the need for an additional full-time Water Systems Operator II. State Water allocation has necessitated a continuous, 24-hour pumping schedule with no foreseeable drop off, creating a staffing shortage as only two operators are available at a time due to overnight shifts and mandatory rest periods, excluding vacations and sick leave. Additionally, as we have moved towards a goal of maintaining our own facilities as much as possible the workload has increased while we have also updated safety protocols that require more than one person to be present in facilities such as underground vaults where three people are required for safe maintenance. For all these reasons, we request consideration of another Operator position bringing the team to ten operators plus a Manager.

3. Retitle of the following positions to job series into one of the newly proposed job series:
 - a. One (1) filled Administrative Specialist (Pay Range 14) to Administrative Analyst I (Pay Range 14).
 - b. One (1) filled Water Resources Senior Planner (Pay Range 30 to Principal Water Resources Analyst (Pay Range 30)
 - c. One (1) vacant Engagement and Conservation Program Manager (R30) to Principal Strategic Communications Specialist (R30). The role of Engagement and Conservation Program Manager has evolved, shifting the focus and demands of this position to more communications and engagement and will work on the agency's broad range of programs, including special events, written and digital media, and working in partnership with the Water Resources team on the communications aspects of the demand management program.

4. Retitle current Manager of Water Resources (R33) to Manager of Integrative Planning (R33). The title change reflects the long-range planning and integrative nature of our work and the need for aligned and interconnected planning processes within and outside the organization to support the rapidly evolving needs of the agency and its stakeholders. This role will serve as the internal hub to integrate and transform the District's numerous planning activities to bridge functional areas (e.g. Finance, Water Resources, Planning, Engineering, Information Technology, etc.), build internal and external relationships around success criteria, and provide strategic insight and foresight into operations and investments in a manner that maximizes their cumulative benefits in support of accomplishing our mission and multiplying values to our customers, partners, and taxpayers. This position is crucial to the integration of

critical plans and projects, promoting synergy and alignment across the organization and beyond by bringing ideas and work products together into one vision. Ideally, this simplifies how teams operate and collaborate on large complex initiatives through proactive engagement, strategic foresight, meticulous planning, common language for planning success and performance indicators, and advanced tools for agile and precise decision-making. The position will report to provide primary support to the Chief of Planning & Watershed Resilience although it will also support the other department Chiefs and the CEO as needed.

5. Eliminating outdated job titles streamlines the Job Position and Salary Range Table, ensuring that it only contains the most relevant and current titles. Delete the following outdated job titles effective July 1, 2024:

- d. Water Resources Senior Planner
- e. Administrative Specialist
- f. Engagement and Conservation Program Manager
- g. Manager of Water Resources

6. Delete the Chief of Statewide Water Initiatives/Deputy General Manager job title from the Job Position and Salary Range Table effective August 31, 2024. Salary and benefits costs of the position will be redirected to funding the addition of one (1) Principal Engineer and one (1) Associate Engineer to support the Water Resources team.

Approval of these changes will enable the agency to meet current and future challenges more effectively, supporting both our immediate operational needs and our long-term strategic goals, as well as strengthen our workforce capabilities ensuring a more robust succession planning framework.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Promoting a growth-oriented culture and rewarding career trajectory and succession planning are key to this strategy.

Fiscal Impact

- The net annual fiscal impact for wages and employee benefits from the proposed changes of adding the 2 new water resources positions described above and deleting 1 position due to the incumbent retirement is an estimated savings of \$11,800/year based on current salary and benefits amounts.
- The annual fiscal impact for wages and employee benefits from the proposed changes of adding the 2 new positions in the environmental and operations departments described above is an estimated cost of \$398,300/year based on current salary and benefits amounts.
- The combined net cost increase to the Agency is estimated at \$386,500/year.
($\$398,300 - \$11,800 = \$386,500$)

Attachments

- 1) Proposed Revisions to July 1, 2023, Job Position and Salary Range Table
- 2) Proposed Organizational Chart Effective July 1, 2024
- 3) Water Resources & Planning Projects and Programs



San Bernardino Valley Municipal Water District

Job Position and Salary Range Table

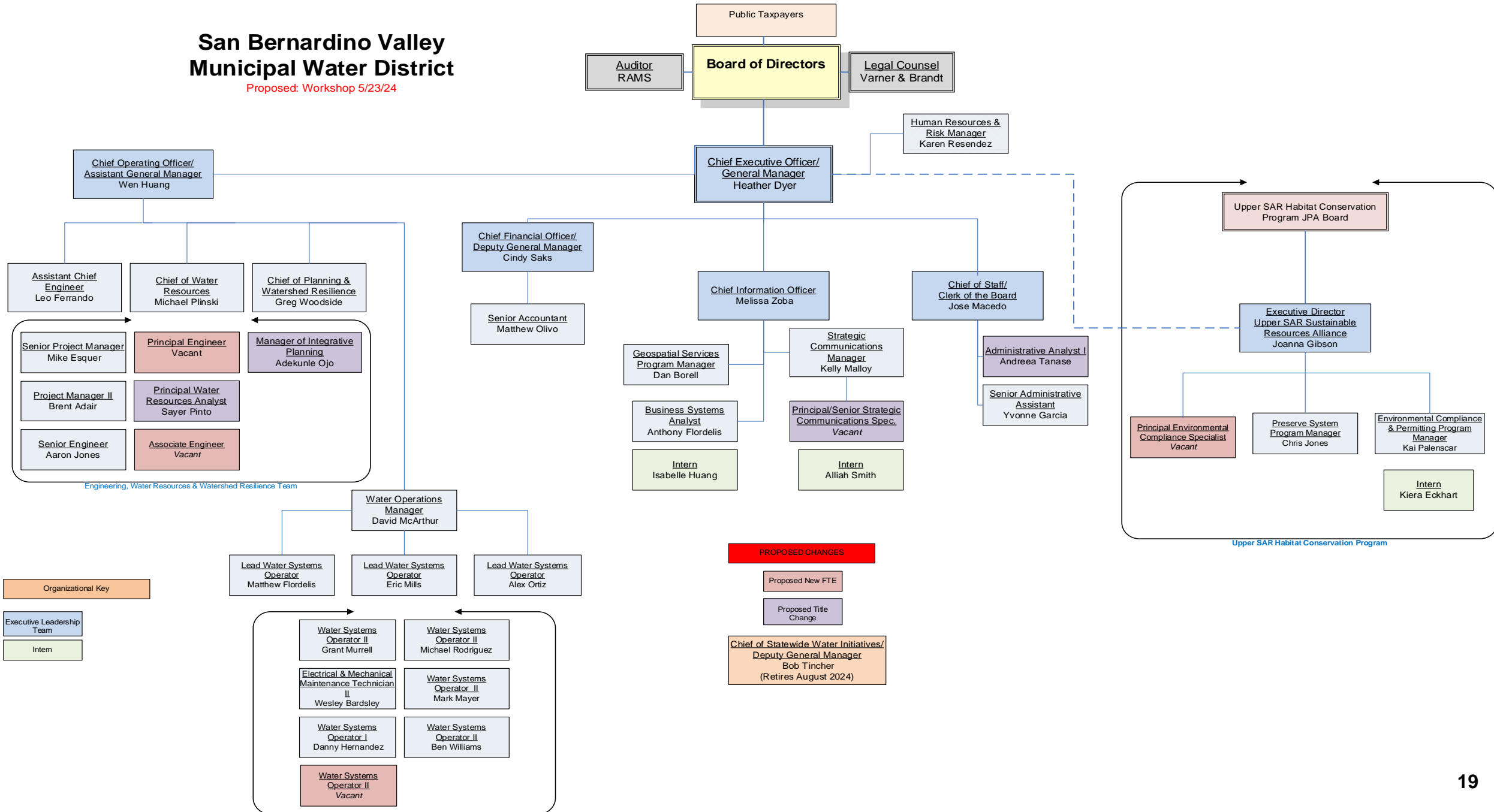
Effective Date: July 1, 2023

Proposed Revisions for 5/23/24 Workshop

Job Position	Salary Range	Salary Range amount per Month		# of FTE's Authorized Positions	# of FTE's Filled
		Low	High		
Accountant	20	8,215	11,168	-	-
Administrative Specialist Administrative Analyst I	14	6,260	8,474	1	1
Administrative Analyst II	20	8,215	11,168	-	-
Assistant Chief Engineer	34A	15,884	21,708	1	1
Assistant Engineer	21A	8,778	11,938	-	-
Associate Engineer	24A	9,999	13,624	1	-
Business System Analyst	22	9,025	12,280	1	1
Chief Executive Officer/General Manager	Flat	27,709	27,709	1	1
Chief Financial Officer/Deputy General Manager	39A	20,061	27,451	1	1
Chief Information Officer	37	17,876	24,446	1	1
Chief Operating Officer/Assistant General Manager	41A	22,136	30,294	1	1
Chief of Planning and Watershed Resilience	37	17,876	24,446	1	1
Chief of Staff/Clerk of the Board	30	12,928	17,637	1	1
Chief of Statewide Water Initiatives/Deputy General Manager (Eff 8/31/24)	39A	20,061	27,451	-	-
Chief of Water Resources	37	17,876	24,446	1	1
Electrical and Mechanical Maintenance Technician I	16	6,851	9,290	-	-
Electrical and Mechanical Maintenance Technician II	19A	7,994	10,873	1	1
Environmental Compliance and Permitting Program Manager	30	12,928	17,637	1	1
Environmental Compliance Specialist	20	8,215	11,168	-	-
Executive Director, Upper SAR Sustainable Resources Alliance	34A	15,884	21,708	1	1
Geospatial Services Program Manager	30A	13,229	18,051	1	1
Human Resources / Risk Manager	30	12,928	17,637	1	1
Lead Electrical and Mechanical Maintenance Technician	23A	9,589	13,050	-	-
Lead Water Systems Operator	21A	8,778	11,938	3	3
Manager of Water Resources Manager of Integrative Planning	33	14,840	20,271	1	1
Preserve System Program Manager	30	12,928	17,637	1	1
Principal Accountant	30	12,928	17,637	-	-
Principal Administrative Analyst	30	12,928	17,637	-	-
Principal Business Systems Analyst	30	12,928	17,637	-	-
Principal Environmental Compliance Specialist	30	12,928	17,637	1	-
Principal Engineer	31A	13,808	18,850	1	-
Principal Project Manager	31A	13,808	18,850	-	-
Engagement & Conservation Program Manager Principal Strategic Communications Specialist	30	12,928	17,637	1	-
Water Resources Senior Planner Principal Water Resources Analyst	30	12,928	17,637	1	1
Project Manager I	21A	8,778	11,938	-	-
Project Manager II	27A	11,471	15,638	1	1
Senior Accountant	24	9,766	13,300	1	1
Senior Administrative Analyst	24	9,766	13,300	-	-
Senior Administrative Assistant	12	5,806	7,883	1	1
Senior Business Systems Analyst	24	9,766	13,300	-	-
Senior Engineer	28A	12,035	16,408	1	1
Senior Environmental Compliance Specialist	24	9,766	13,300	-	-
Senior Project Manager	30A	13,229	18,051	1	1
Senior Strategic Communications Specialist	24	9,766	13,300	-	-
Senior Water Resources Analyst	24	9,766	13,300	-	-
Strategic Communications Manager	31A	13,808	18,850	1	1
Strategic Communications Specialist	20	8,215	11,168	-	-
Water Operations Manager	31A	13,808	18,850	1	1
Water Resources Analyst	20	8,215	11,168	-	-
Water Systems Operator Trainee	9	4,987	6,830	-	-
Water Systems Operator I	13A	6,191	8,385	1	1
Water Systems Operator II	18A	7,689	10,443	5	4 Requesting 1 New Operator
Total FTE Count				38	33
Effective Date: July 1, 2023					
Cost of Living Adjustment effective date: July 1, 2023 = 1.2%					
Presented and Adopted by the Board on June 20, 2023					

San Bernardino Valley Municipal Water District

Proposed: Workshop 5/23/24



Organizational Key

Executive Leadership Team

Intern

PROPOSED CHANGES

Proposed New FTE

Proposed Title Change

Chief of Statewide Water Initiatives/
Deputy General Manager
Bob Tincher
(Retires August 2024)

Water Resources & Planning Projects/Programs

BTAC and Engineering Subcommittee	State Water Project -DWR and State Water Contractor Activities
2025 BTAC Regional Water Management Plan	State Water Project -Sites Reservoir Project
SARCCUP	State Water Project -Delta Conveyance Project
Conjunctive Use Policy Principles	State Water Project Deliveries in SBV - Tracking and Reporting
Regular Liaison with Conservation District and Flood Control District	DWR - EBX Capacity
County Line Recharge Grant Application - BOR	Article 14B Follow-up with DWR
Demand Management Incentive Program	SBB - Groundwater Council
Wilson III Phase 1 Basin Project	RBGC and TAC
USGS - Water Resources Studies and Investigations	Point of New Diversion Application
Yucaipa SGMA	SB County Agreement (Glen Helen)
Annual Report - Water Rights	New Conservation - 2024 Recalculation
Change in Storage Report	New Conservation - Western Accounting
Grants	Streambed Recharge Investigation
2025 - IRUWMP	SBB-GC Renewal
CAS-GEM	GC Council - Quarterly Updates to the BOD
Revise WSBWM Figures	SBB Optimization and Stewardship Program - Phase 1 - (Program Framework Development)
Cost of Service Study	SBB Optimization and Stewardship Program - Phase 2 - (Completion of Program Elements)
Forcast Informed Reservoir Operations (FIRO)	BHCUP
Recharge at Cactus Basins	Formation of the Riverside Basin GC
Update to Local Hazard Mitigation Plan (needed for Fed and State funding)	Develop and Gain Approval for CUP Principles (BHCUP, BTAC, WM, BODs)
Climate Action and Resiliency Plan (CARP)	River Ranch Development
Head Water Resiliency	SBB Optimization and Stewardship Program - Phase 3 - (Implementation of Projects)
Salt and Nutrient Management Plan (SNMP)	Evaluating Rialto's mitigation measures for maintaining flows related to export of Recycled Water to IEUA
Watershed Connect	Blue Triton
PFAS	WVWD Reconciliation
Watershed Initiatives	Water Banking beyond SARCCUP in SBBA
CARP Implementation	Reporting for DWR Outages
Groundwater Model Update - WCD and SBVs	SARWM
RAND - Demand Study	WSBWM - Proposed Modifications List
Water Conservation	WSBWM - 822 Mitigation Plan
Grants	Western Weather - Program Analysis
ERP 1C Design and Permitting	USGS - Monitoring Program
Recycled Water Coalition	SCADA Data Optimization
Edison Hydro	Water Supply - Collect, Organize, Analyze Data
PERC Projects	Water Demand - Collect, Organize, Analyze Data
Active Recharge Projects	Historical Precipitation - Collect, Organize, Analyze Data
CUP Well and Pipeline Design	Historical SWP Deliveries - Collect, Organize, Analyze Data
ERP Phase 1B	Historical Recharge - Collect, Organize, Analyze Data
Redlands Pipeline Modification to the Tate WTP	Support Basin Optimization
Greenspot Buyback	Seeking Grants for PERC, ERP 1C, SBB Optimization Ph2
Resources Dashboard and Regular Data Integration from Various Sources (SCADA, Weather Stations, USGS Monitoring Wells, Recharge, Precipitation Index, SW Diversions and Discharge, etc.)	Develop New SWP Monthly Tracking Sheets
Annual Report - Water Rights	Neilson Well - BVMWC
SGMA Adjudicated Reporting to SWRCB	Rialto Decree Letter
Drought SAFER Report	Monthly BTAC Statement
Article 14B Analysis	

DATE: May 23, 2024

TO: Board of Directors' Workshop - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Cindy Saks, CFO/Deputy General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Consider Cost of Living Adjustment for Fiscal Year 2024/2025

Staff Recommendation

In anticipation of the 2024-2025 fiscal year budget process and release of the 12-month change in the Consumer Price Index – for Urban and Clerical Workers (CPI) in the Riverside-San Bernardino-Ontario area as of March 31, 2024, staff recommends the following:

1. 4.8% COLA effective July 1, 2024.
2. Adjust the Job Position and Salary Range Table for all full-time positions to reflect a COLA of 4.8% in compliance with California Code of Regulations (CCR), Section 570.5.

Background and Discussion

Historically, the San Bernardino Valley Board of Directors has utilized the Consumer Price Index (CPI) from March to March annually as a reference for potential Cost of Living Adjustments (COLAs) to the Agency Salary Schedule for the forthcoming fiscal year. Previous COLA adjustments have aligned the agency's salaries consistent with the CPI index as of March 2023.

The CPI index has increased 4.8% from March 2023 to March 2024. Therefore, Staff recommends a 4.8% COLA be applied to the Agency Salary Schedule effective July 1, 2024, in order to reflect the continued inflationary pressures on our employees, maintain our agency's overall salary competitiveness, and keep pace with prevailing economic conditions.

As a reference point, the U.S. Social Security Administration, serving more than seventy million beneficiaries, implemented a 3.2% COLA effective January 1, 2024.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Ensuring competitive pay overall keeps pace with changing economic conditions is key to this strategy.

Fiscal Impact

As applied to the FY 2023-2024 currently approved salary schedule, for every 1% of COLA increase, the total of all annual cost of salaries and benefits of San Bernardino Valley would increase by approximately \$69,000 which equates to roughly \$5,750 monthly.

If the Board desires to make a change to compensation levels and salary schedule through a COLA, staff will include any increase in the fiscal year 2024/2025 general fund budget which will be formally adopted by the Board at a future meeting.

Attachments

- 1) Bureau of Labor Statistics Consumer Price Index 12 month change March 2023 to March 2024 – Urban Wage Earners and Clerical Workers – Riverside, San Bernardino, Ontario, California.
- 2) Approved Job Position and Salary Range Table effective July 1, 2023.
- 3) Approved Salary Schedule effective July 1, 2023.



Databases, Tables & Calculators by Subject

[Special Notices](#) 12/05/2023

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Data extracted on: April 10, 2024 (4:22:30 PM)

Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

Series Id: CWURS49CSA0,CWUSS49CSA0

Not Seasonally Adjusted

Series Title: All items in Riverside-San Bernardino-Ontario, CA, urban wage earners and clerical workers, not seasonally adjusted

Area: Riverside-San Bernardino-Ontario, CA

Item: All items

Base Period: DECEMBER 2017=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2020	107.580		107.425		107.490		108.055		108.684		109.021		108.117	107.512	108.722
2021	110.204		111.823		113.749		115.129		116.254		117.840		114.496	112.223	116.768
2022	119.557		122.861		124.853		126.084		125.762		126.453		124.458	122.816	126.100
2023	127.936		128.027		129.226		130.173		131.946		131.963		130.053	128.500	131.606
2024	131.840		134.144												

12-Month Percent Change

Series Id: CWURS49CSA0,CWUSS49CSA0

Not Seasonally Adjusted

Series Title: All items in Riverside-San Bernardino-Ontario, CA, urban wage earners and clerical workers, not seasonally adjusted

Area: Riverside-San Bernardino-Ontario, CA

Item: All items

Base Period: DECEMBER 2017=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2020	3.4		2.5		1.3		2.1		2.1		2.1		2.2	2.3	2.1
2021	2.4		4.1		5.8		6.5		7.0		8.1		5.9	4.4	7.4
2022	8.5		9.9		9.8		9.5		8.2		7.3		8.7	9.4	8.0
2023	7.0		4.2		3.5		3.2		4.9		4.4		4.5	4.6	4.4
2024	3.1		4.8												



San Bernardino Valley Municipal Water District

Job Position and Salary Range Table

Effective Date: July 1, 2023

Job Position	Salary Range	Salary Range		# of FTE's Authorized Positions	# of FTE's Filled
		amount per Month			
		Low	High		
Administrative Specialist	14	6,260	8,474	1	1
Assistant Chief Engineer	34A	15,884	21,708	1	1
Assistant Engineer	21A	8,778	11,938	-	-
Associate Engineer	24A	9,999	13,624	-	-
Business System Analyst	22	9,025	12,280	1	1
Chief Executive Officer/General Manager	Flat	27,709	27,709	1	1
Chief Financial Officer/Deputy General Manager	39A	20,061	27,451	1	1
Chief Information Officer	37	17,876	24,446	1	1
Chief Operating Officer/Assistant General Manager	41A	22,136	30,294	1	1
Chief of Planning and Watershed Resilience	37	17,876	24,446	1	1
Chief of Staff/Clerk of the Board	30	12,928	17,637	1	1
Chief of Statewide Water Initiatives/Deputy General Manager	39A	20,061	27,451	1	1
Chief of Water Resources	37	17,876	24,446	1	1
Electrical and Mechanical Maintenance Technician I	16	6,851	9,290	-	-
Electrical and Mechanical Maintenance Technician II	19A	7,994	10,873	1	1
Engagement & Conservation Program Manager	30	12,928	17,637	1	1
Environmental Compliance and Permitting Program Manager	30	12,928	17,637	1	1
Executive Director, Upper SAR Sustainable Resources Alliance	34A	15,884	21,708	1	1
Geospatial Services Program Manager	30A	13,229	18,051	1	1
Human Resources / Risk Manager	30	12,928	17,637	1	1
Lead Electrical and Mechanical Maintenance Technician	23A	9,589	13,050	-	-
Lead Water Systems Operator	21A	8,778	11,938	3	3
Manager of Water Resources	33	14,840	20,271	1	1
Preserve System Program Manager	30	12,928	17,637	1	1
Principal Engineer	31A	13,808	18,850	-	-
Project Manager II	27A	11,471	15,638	1	1
Senior Accountant	24	9,766	13,300	1	1
Senior Administrative Assistant	12	5,806	7,883	1	1
Senior Engineer	28A	12,035	16,408	1	1
Senior Project Manager	30A	13,229	18,051	1	1
Strategic Communications Manager	31A	13,808	18,850	1	1
Water Operations Manager	31A	13,808	18,850	1	1
Water Resources Senior Planner	30	12,928	17,637	1	-
Water Systems Operator Trainee	9	4,987	6,830	-	-
Water Systems Operator I	13A	6,191	8,385	1	1
Water Systems Operator II	18A	7,689	10,443	4	4
Total FTE Count				35	34
Effective Date: July 1, 2023					
Cost of Living Adjustment effective date: July 1, 2023 = 1.2%					
Presented and Adopted by the Board on June 20, 2023					

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

MONTHLY SALARY SCHEDULE

(DOLLARS PER MONTH)

1.2 % INCREASE FOR FY 2023-2024 EFFECTIVE JULY 1, 2023

Board of Director Per Diem Rate is \$299.00 per day for each days attendance Effective September 6, 2016.

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Merit Step A	Merit Step B	Merit Step C
		One year After Step 1	Three Years After Step 1	Five Years After Step 1	Seven Years After Step 1	Ten Years After Step 1			
1	3,517	3,697	3,890	4,083	4,292	4,499	4,612	4,727	4,845
1A	3,548	3,726	3,918	4,114	4,321	4,543	4,656	4,773	4,893
2	3,651	3,846	4,040	4,232	4,453	4,660	4,777	4,897	5,019
2A	3,682	3,875	4,067	4,274	4,482	4,708	4,825	4,946	5,070
3	3,815	4,009	4,216	4,423	4,648	4,884	5,006	5,131	5,259
3A	3,904	4,114	4,306	4,528	4,750	4,987	5,113	5,240	5,372
4	3,979	4,186	4,393	4,617	4,840	5,091	5,219	5,349	5,482
4A	4,083	4,292	4,514	4,736	4,976	5,211	5,341	5,476	5,612
5	4,261	4,482	4,708	4,944	5,182	5,448	5,583	5,723	5,866
5A	4,292	4,514	4,736	4,976	5,226	5,480	5,618	5,757	5,902
6	4,367	4,587	4,823	5,062	5,317	5,581	5,721	5,864	6,010
6A	4,441	4,660	4,899	5,152	5,402	5,671	5,814	5,959	6,107
7	4,603	4,840	5,078	5,328	5,597	5,880	6,026	6,177	6,332
7A	4,708	4,944	5,196	5,448	5,731	6,009	6,159	6,314	6,472
8	4,812	5,062	5,317	5,581	5,849	6,136	6,289	6,445	6,606
8A	4,915	5,166	5,418	5,701	5,981	6,260	6,417	6,578	6,742
9	4,987	5,240	5,509	5,774	6,064	6,341	6,500	6,663	6,830
9A	5,139	5,402	5,671	5,951	6,233	6,521	6,684	6,851	7,022
10	5,226	5,492	5,774	6,051	6,330	6,633	6,798	6,968	7,142
10A	5,418	5,701	5,981	6,260	6,550	6,851	7,023	7,198	7,378
11	5,492	5,774	6,051	6,341	6,633	6,947	7,121	7,300	7,482
11A	5,567	5,849	6,136	6,427	6,715	7,031	7,206	7,387	7,572
12	5,806	6,095	6,386	6,673	6,991	7,321	7,504	7,691	7,883
12A	5,863	6,151	6,440	6,741	7,060	7,388	7,573	7,763	7,956
13	6,051	6,341	6,633	6,947	7,266	7,609	7,799	7,995	8,194
13A	6,191	6,480	6,783	7,101	7,444	7,786	7,981	8,181	8,385
14	6,260	6,564	6,866	7,181	7,526	7,869	8,066	8,267	8,474
14A	6,411	6,715	7,031	7,361	7,703	8,062	8,263	8,470	8,682
15	6,604	6,921	7,238	7,580	7,939	8,310	8,516	8,730	8,947
15A	6,741	7,060	7,388	7,746	8,104	8,487	8,698	8,916	9,138
16	6,851	7,181	7,513	7,869	8,241	8,626	8,843	9,063	9,290
16A	7,016	7,347	7,689	8,062	8,446	8,846	9,067	9,293	9,526
17	7,113	7,457	7,800	8,172	8,556	8,957	9,181	9,410	9,644
17A	7,333	7,689	8,048	8,419	8,818	9,244	9,473	9,711	9,954
18	7,485	7,842	8,215	8,597	9,010	9,438	9,673	9,915	10,164
18A	7,689	8,062	8,446	8,846	9,257	9,697	9,940	10,188	10,443
19	7,842	8,215	8,613	9,010	9,438	9,889	10,136	10,390	10,650
19A	7,994	8,377	8,778	9,189	9,628	10,096	10,349	10,608	10,873
20	8,215	8,613	9,010	9,450	9,889	10,372	10,631	10,896	11,168
20A	8,408	8,802	9,231	9,671	10,125	10,605	10,869	11,141	11,420
21	8,556	8,969	9,396	9,832	10,315	10,812	11,082	11,360	11,643
21A	8,778	9,201	9,643	10,096	10,576	11,085	11,363	11,647	11,938
22	9,025	9,464	9,902	10,382	10,879	11,403	11,688	11,979	12,280
22A	9,078	9,521	9,973	10,439	10,949	11,471	11,758	12,052	12,352
23	9,270	9,727	10,180	10,674	11,182	11,717	12,010	12,311	12,619
23A	9,589	10,056	10,537	11,033	11,567	12,118	12,421	12,731	13,050

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

MONTHLY SALARY SCHEDULE

(DOLLARS PER MONTH)

1.2 % INCREASE FOR FY 2023-2024 EFFECTIVE JULY 1, 2023

Board of Director Per Diem Rate is \$299.00 per day for each days attendance Effective September 6, 2016.

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Merit Step A	Merit Step B	Merit Step C
		One year After Step 1	Three Years After Step 1	Five Years After Step 1	Seven Years After Step 1	Ten Years After Step 1			
24	9,766	10,233	10,728	11,238	11,787	12,349	12,658	12,975	13,300
24A	9,999	10,480	10,989	11,510	12,061	12,651	12,968	13,292	13,624
25	10,289	10,783	11,305	11,841	12,420	13,010	13,335	13,669	14,010
25A	10,549	11,056	11,593	12,146	12,735	13,353	13,686	14,028	14,380
26	10,674	11,196	11,731	12,296	12,888	13,506	13,844	14,189	14,544
26A	10,949	11,485	12,035	12,610	13,217	13,862	14,209	14,565	14,928
27	11,196	11,746	12,310	12,899	13,518	14,180	14,535	14,898	15,271
27A	11,471	12,035	12,610	13,217	13,849	14,522	14,887	15,258	15,638
28	11,746	12,323	12,912	13,532	14,192	14,880	15,253	15,634	16,025
28A	12,035	12,625	13,229	13,862	14,535	15,236	15,616	16,007	16,408
29	12,310	12,912	13,532	14,192	14,865	15,594	15,984	16,384	16,793
29A	12,597	13,217	13,849	14,522	15,224	15,965	16,364	16,773	17,193
30	12,928	13,563	14,219	14,907	15,623	16,378	16,788	17,207	17,637
30A	13,229	13,875	14,551	15,250	15,992	16,763	17,182	17,612	18,051
31	13,532	14,192	14,880	15,610	16,364	17,160	17,589	18,029	18,479
31A	13,808	14,480	15,181	15,924	16,693	17,504	17,941	18,389	18,850
32	14,180	14,865	15,594	16,352	17,147	17,986	18,436	18,897	19,370
32A	14,563	15,280	16,021	16,790	17,615	18,466	18,927	19,401	19,886
33	14,840	15,568	16,324	17,120	17,947	18,824	19,295	19,777	20,271
33A	15,196	15,936	16,708	17,534	18,385	19,278	19,759	20,253	20,759
34	15,470	16,228	17,024	17,850	18,714	19,624	20,114	20,616	21,132
34A	15,884	16,666	17,476	18,329	19,223	20,159	20,662	21,179	21,708
35	16,309	17,106	17,947	18,810	19,731	20,693	21,211	21,741	22,284
35A	16,639	17,449	18,303	19,197	20,130	21,119	21,648	22,189	22,744
36	17,012	17,850	18,714	19,624	20,582	21,587	22,126	22,680	23,247
36A	17,436	18,289	19,182	20,115	21,107	22,136	22,690	23,257	23,839
37	17,876	18,754	19,665	20,625	21,644	22,701	23,269	23,850	24,446
37A	18,289	19,182	20,130	21,107	22,136	23,223	23,804	24,399	25,010
38	18,700	19,624	20,582	21,587	22,645	23,746	24,340	24,948	25,572
38A	19,210	20,159	21,135	22,178	23,266	24,406	25,018	25,643	26,284
39	19,624	20,582	21,587	22,645	23,761	24,928	25,550	26,189	26,844
39A	20,061	21,053	22,083	23,157	24,296	25,491	26,128	26,782	27,451
40	20,514	21,531	22,578	23,689	24,845	26,069	26,720	27,388	28,073
40A	21,078	22,124	23,196	24,337	25,532	26,784	27,453	28,140	28,843
41	21,614	22,688	23,786	24,954	26,177	27,472	28,158	28,862	29,584
41A	22,136	23,223	24,363	25,561	26,825	28,131	28,834	29,554	30,294
42	22,674	23,786	24,954	26,177	27,472	28,818	29,538	30,277	31,034
42A	23,251	24,390	25,602	26,849	28,173	29,561	30,299	31,056	31,832
43	23,813	24,994	26,219	27,499	28,859	30,273	31,030	31,805	32,602
43A	24,420	25,627	26,880	28,197	29,587	31,044	31,820	32,617	33,431
44	24,994	26,233	27,524	28,870	30,288	31,785	32,580	33,394	34,230
44A	25,627	26,893	28,214	29,603	31,057	32,599	33,413	34,248	35,104
CEO/GM (Flat Rate)	27,709	27,709	27,709	27,709	27,709	27,709	27,709	27,709	27,709

DATE: May 23, 2024

TO: Board of Directors' Workshop - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Approve Resolution No. 1182 Paying Employer Paid Member Contributions for Employees Hired on or After July 1, 2011

Staff Recommendation

Approve Resolution No. 1182 paying Employer Paid Member Contributions (EPMC) for employees hired on or after July 1, 2011 and before January 1, 2013 (Tier 2 Classic).

Summary

California Public Employees' Retirement System (CalPERS) completes an annual actuarial report each year. A new resolution will be brought to the Board to approve the percentage San Bernardino Valley will pay for the coming fiscal year. Based on the latest information from CalPERS, San Bernardino Valley's total contribution percentage remains the same for 2nd Tier employees at 16% (11.94% Employer + 4.06% Employee for fiscal year 24-25), while the employees' contribution increased to 2.94% of salary which is slightly more than the prior year rate of 2.88% of salary. This resolution formalizes the Board's policy of contributing a maximum of 16% of salary for 2nd Tier employees to continue to minimize future 2nd Tier pension cost impacts.

Background

On May 17, 2011, the Board adopted Resolution 982 amending San Bernardino Valley's contract with CalPERS to implement a 2nd Tier benefit formula for employee pensions. In recognition of the desire to minimize future 2nd Tier pension cost impacts, the Board set the maximum combined (Employer and Employee) contribution rate for San Bernardino Valley at 16% that would apply to employees hired on or after July 1, 2011, and before January 1, 2013, and those who later join San Bernardino Valley as CalPERS Classic employees. There are currently twelve (12) employees that are covered by the 2nd Tier program; this number remained the same as the 2022-2023 number.

A 3rd Tier was established through AB 340 which created the Public Employees' Pension Reform Act (PEPRA). Any employee hired on or after January 1, 2013, who meets the definition of a new

member to CalPERS is required to contribute at least 50 percent of the total normal cost. Under PEPRA, the new 3rd Tier benefit formula requires an employee's contribution rate of 8.25% of reportable compensation for fiscal year 2023-2024. There are currently thirteen (13) District employees that are covered by the 3rd Tier program.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Ensuring competitive pay overall keeps pace with changing economic conditions is key to this strategy.

Fiscal Impact

The percentage San Bernardino Valley pays towards the CalPERS Member Contributions will remain the same as in the prior fiscal year.

Attachments

1. Resolution No. 1182 Paying EPMC - Employees Hired on or After July 1, 2011 for FY 2024-2025

RESOLUTION NO. 1182

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT FOR PAYING EMPLOYER PAID MEMBER CONTRIBUTIONS TO CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR EMPLOYEES HIRED ON OR AFTER JULY 1, 2011

WHEREAS, the governing body of the San Bernardino Valley Municipal Water District (District) has the authority to implement Government Code Section 20691 as it applies to District Employees; and

WHEREAS, the governing body of District has a written labor policy or agreement which specifically provides for some of the normal member contributions to California Public Employees Retirement System (CalPERS) to be paid by the employer; and

WHEREAS, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of District of a Resolution authorizing payments to CalPERS of Employer Paid Member Contributions (EPMC); and

WHEREAS, the governing body of District has identified the following conditions for the purpose of its election to pay EPMC,

- **For local miscellaneous employees hired on or after July 1, 2011 and before January 1, 2013:** Effective July 1, 2024 through June 30, 2025, District shall pay 4.06% of the normal contributions as EPMC, for all local miscellaneous employees of SBVMWD hired on or after July 1, 2011 and before January 1, 2013.
- **For local miscellaneous employees hired on or after January 1, 2013:** All local miscellaneous employees hired on or after January 1, 2013, as defined under Government Code section 7522.04(f), will not be eligible to receive EPMC.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of District hereby elects to pay EPMC for employees hired on or after July 1, 2011, as set forth above.

RESOLVED FURTHER that the effective date of this Resolution shall be July 1, 2024.

ADOPTED this __day of xx 2024.

Paul Kielhold, President

ATTEST:

Heather Dyer, Secretary