



STAFF REPORT

Board Report for January 16, 2024

STAFF CONTACT: Chief McKechnie
AGENDA TITLE: Salary Revisions
AGENDA ACTION: Discussion and Possible Action:

RECOMMENDATION:

- Staff recommends that the Board approve the salary restructure for the Administrative & Financial Services Director position effective retroactively to January 1, 2024.
- Staff recommends that the Board approve the salary correction for the Fire Prevention Specialist Non-Safety II.
- Direct staff to update to the January 1, 2024 salary schedule.

BACKGROUND:

- With the sunsetting of the Administrative Officer position, staff conducted a salary survey of the local government agencies as well as neighboring fire agencies to determine a competitive wage for the recently adopted Administrative & Financial Services Director position. It was discovered that our hourly rates were low. In order to remain competitive, we are proposing the following change to our rate structure:

Start: \$76.80/hr – Step 5: \$86.89/hr

- Staff noticed a small clerical error in the salary for the Fire Prevention Specialist Non-Safety II and should be corrected to:

Start: \$35.50/hr – Step 5: \$40.17/hr

ALTERNATIVES

- Keep current rates the same.

FISCAL IMPACT

- Increase of approximately \$16K annually in current admin salaries.