

**SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA**

Board of Directors Employee Guide Workshop

Agenda

April 4, 2013 at 1:30 p.m.

1. Call to Order, Flag Salute and Roll Call

2. Adoption and Adjustment of Agenda

3. Public Comment

Members of the public may address the Board at this time concerning items not on the agenda. To comment on specific agenda items, please complete a speaker's request form and hand it to the Board secretary.

4. New Business (Discussion Only)

- A. Discussion of Proposed Changes to Employee Manual*
- B. Discussion of Possible Life Insurance Option for Employees*
- C. Discussion of Retirement Resolution for New Hire Who is a Member of CalPERS

5. Announcements

- A. Engineering Workshop, April 8, 2013, at 1:30 p.m.
- B. Regular Board Meeting, April 15, 2013, at 1:30 p.m.
- C. Finance & Budget Workshop, April 22, 2013, at 1:30 p.m.

6. Adjournment

***Information Included In Agenda Packet**

- 1. Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Agency's office at 1210 Beaumont Ave., Beaumont, CA 92223 during normal business hours.
- 2. Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, during regular business hours. When practical, these public records will also be available on the Agency's Internet website, accessible at <http://www.sgowa.com>.
- 3. Any person with a disability who requires accommodation in order to participate in this meeting should telephone the Agency (951-845-2577) at least 48 hours prior to the meeting to make a request for a disability-related modification or accommodation.

Proposed changes to Employee manual, April 4, 2013

Paragraph 1.11, Overtime

All non-exempt employees shall be paid overtime according to the laws of the State of California. The basic provisions from the Division of Labor Standards Enforcement state that any non-exempt employee who works more than 8 hours in one day, up to and including 12 hours in one day, shall be paid at 1½ times the regular rate of pay. A non-exempt employee who works more than 40 hours in a workweek shall be paid at 1½ times the regular rate of pay. A non-exempt employee who works in excess of 12 hours in one day shall be paid double the regular rate of pay. The workweek for the purpose of overtime calculation will be determined by separate policy. Overtime will be computed on actual hours worked, adjusted to the next highest increment of 15 minutes. Hours worked on a holiday shall be paid at 1½ the regular rate of pay. For the purpose of making paid leave time and retirement calculations, hours worked on a holiday shall be considered as straight time worked.

Paragraph 3.13, Retirement

All regular employees will be enrolled in the Public Employees Retirement System (CalPERS), pursuant to the rules determined by CalPERS. New employees will pay 7% of their gross salary as their contribution to their retirement, per the Pension Reform Act of 2013. New employees are defined by the Pension Reform Act of 2013, as employees that are: 1. new members of CalPERS; 2. were members of another public retirement system but who were not subject to reciprocity under subdivision (c) of Section 7522.02; or 3. were active members in a retirement system but have had a break in service of more than six months. For new employees who qualify as “classic” employees, or former employees of the Agency, the current contribution rate as set by the Board of Directors will apply. The Agency participates in Social Security and in Medicare.

San Geronio Pass Water Agency
 Life Insurance Comparison
 Prepared for Employee Gudie Committee
 April 4, 2013

Based on Census of Current Employees

Amount of Insurance	Total Annual Cost		Monthly Cost		Average/Pay Period/Employee	
	Aflac	ACWA JPIA	Aflac	ACWA JPIA	Aflac	ACWA JPIA
50,000	966	834	81	70	10	9
Annual Salary	2,003	1,720	167	143	21	18
100,000	1,884	1,620	157	135	20	17
150,000	2,802	2,406	234	201	29	25
200,000	3,720	3,192	310	266	39	33