



FALLBROOK PUBLIC UTILITY DISTRICT
MEETING OF THE PERSONNEL COMMITTEE

AGENDA

WEDNESDAY, DECEMBER 18, 2019
2:00 P.M.

FALLBROOK PUBLIC UTILITY DISTRICT
990 E. MISSION RD., FALLBROOK, CA 92028
PHONE: (760) 728-1125

If you have a disability and need an accommodation to participate in the meeting, please call the Board Secretary at (760) 999-2704 for assistance.

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I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT

II. ACTION / DISCUSSION ----- (ITEMS A-B)

A. UTILITY TECHNICIAN JOB DESCRIPTION REVISIONS AND RECLASSIFICATION OF BACKFLOW/CROSS-CONNECTION TECHNICIAN POSITION TO UTILITY TECHNICIAN

Recommendation: Staff recommends approving the reclassification of the Backflow/Cross-Connection Technician position to Utility Technician; and the related changes to the Utility Technician job description, the District organizational chart and salary table.

B. EMPLOYEE SATISFACTION SURVEY

Recommendation: Staff recommends approving the use of an employee satisfaction survey.

III. ADJOURNMENT OF MEETING

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DECLARATION OF POSTING


I, Lauren Eckert, Executive Assistant/Board Secretary of the Fallbrook Public Utility District, do hereby declare that I posted a copy of the foregoing agenda in the glass case at the entrance of the District Office located at 990 East Mission Road, Fallbrook, California, at least 72 hours prior to the meeting in accordance with Government Code § 54954.2(a).

I, Lauren Eckert, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

December 13, 2019
Dated / Fallbrook, CA


Executive Assistant/Board Secretary

MEMO

TO: Personnel Committee
FROM: Lisa Chaffin, Human Resources Manager 
DATE: December 18, 2019
SUBJECT: Utility Technician Job Description Revisions and Reclassification of Backflow/Cross-Connection Technician Position to Utility Technician

Purpose

To obtain approval for the proposed reclassification of the Backflow/Cross-Connection Technician Position to Utility Technician and the resulting revisions to the Utility Technician job description, the District organizational chart and salary table.

Summary

With the anticipated January 16, 2020 retirement of the current Backflow/Cross-Connection Technician, staff conducted a review of the operational needs of the District and it was determined that the backflow-related duties of the position could logically be incorporated into the Utility Technician position.

Budgetary Impact

The net salary savings of the proposed change is as follows:

Backflow/Cross-Connection Technician Max. Annual Salary	Utility Technician - Max. Annual Salary	12-Month Net Salary Savings
\$81,889.60	\$79,872.00	\$2,017.60

Recommended Action

Staff recommends approving the reclassification of the Backflow/Cross-Connection Technician position to Utility Technician; and the related changes to the Utility Technician job description, the District organizational chart and salary table.

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