

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue
Santa Fe Springs, California 90670
(562) 944-9656

Facsimile (562) 944-7976

General Manager
Truc Dever

MEMORANDUM

To: Members of the Personnel and Policy Committees

Personnel Committee:

Maria Davila, South Gate, Vice Chair
Marilynn Sanabria, Huntington Park
Scott Kwong, San Marino
Steve Croft, Lakewood

Policy Committee:

Jeff Wasseem, Burbank, Vice Chair
Marty Kreisler, LA County
Jerry Walton, Glendale

From: Barry Bruce, Hawaiian Gardens, Chair
Ali Saleh, Bell, Chair

cc. Quinn Barrow, GLACVCD Board Legal Counsel

Date: August 2, 2017

Please find enclosed:

- An **Agenda** for a Joint Meeting of the Personnel & Policy Committees

NOTICE

Committee Meeting will be held:

**AT THE DISTRICT'S SANTA FE SPRINGS HEADQUARTERS BEGINNING
AT 5:30 PM, THURSDAY, AUGUST 10, 2017.**

Room Location: Manager's Conference Room

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 Fax (562) 944-7976

Email: info@glacvcd.org Website: www.glacvcd.org

PRESIDENT

Steve Croft, Lakewood

VICE PRESIDENT

Mark W. Bollman, Cerritos

SECRETARY-TREASURER

Baru Sanchez, Cudahy

GENERAL MANAGER

Truc Dever

AGENDA

A Joint Meeting of the Personnel & Policy Committees of the Greater Los Angeles County Vector Control District

Thursday, August 10, 2017

5:30 p.m.

District Office

12545 Florence Avenue

Santa Fe Springs, California 90670

Room Location: Manager's Conference Room

ARTESIA

Sally Flowers

BELL

Ali Saleh

BELL GARDENS

Pedro Aceituno

BELLFLOWER

Sonny R. Santa Ines

BURBANK

Dr. Jeff D. Wassem

CARSON

Elito M. Santarina

COMMERCE

Leonard Mendoza

DIAMOND BAR

Steve Tye

DOWNEY

Robert Kiefer

GARDENA

Dan Medina

GLENDALE

Jerry Walton

HAWAIIAN GARDENS

Barry Bruce

HUNTINGTON PARK

Marilyn Sanabria

LA CAÑADA FLINTRIDGE

Vacant

LA HABRA HEIGHTS

Catherine Houwen

LA MIRADA

Larry P. Mowles

LONG BEACH

Robert Campbell

LOS ANGELES CITY

Steven Appleton

LOS ANGELES COUNTY

Martin H. Kreisler

LYNWOOD

Salvador Alatorre

MAYWOOD

Eddie De La Riva

MONTEBELLO

Avik Cordeiro

NORWALK

Leonard Shryock

PARAMOUNT

Dr. Tom Hansen

PICO RIVERA

Bob J. Archuleta

SAN FERNANDO

Nina Herrera

SAN MARINO

Scott T. Kwong

SANTA CLARITA

Heidi Heinrich

SANTA FE SPRINGS

Luis Gonzalez

SIGNAL HILL

Robert D. Copeland

SOUTH EL MONTE

Hector Delgado

SOUTH GATE

Maria Davila

WHITTIER

Josué Alvarado

1. CONVENE MEETING

2. PUBLIC COMMENT

This is the time for public comments on any items within the jurisdiction of the Board or Committee.

3. CONSIDER AGENDA ITEM(S)

Matter(s) before the Committees:

- Discussion of Employee Handbook revision process
- Review current employee total compensation and benefits

4. ADJOURN COMMITTEE MEETING



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT Employment Benefit Summary Matrix

Tier I - Employees Hired Before 02/01/2009

Tier II - Employees Hired On or After 02/01/2009

Tier-III - Employees Hired On are After 01/01/2013

BENEFIT	WHO PAYS FOR IT?		WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?
	(EMPLOYER)	(EMPLOYEE)		
CalPERS Medical Insurance (Tier I)	✓		Date of Employment	Choice of PPO and HMO plans offered by CalPERS. GLACVCD pays 100% of the premium cost for the employee and their dependents.
CalPERS Medical Insurance (Tier II)	✓			
CalPERS Medical Insurance (Tier III)	✓			
CalPERS Retirement Plan (Tier I)	✓		Date of Employment	CalPERS 2% @ 55. Employer contributes 100% of the cost, paying the employer and employee Portion.
CalPERS Retirement (Tier II)	✓	✓	Date of Employment	CalPERS 2% @ 55. Employee pays the contribution of 7% of their salary for the first five (5) years of employment, after five (5) years of employment the District will pay the employees and employer portion.
CalPERS Retirement (Tier III)	✓	✓	Date of Employment	CalPERS 2% @ 62. Employee pays at least 50% of the total cost rate or the current contribution rate of similarly situated employees, whichever is greater. Employees will be responsible for contributing this amount as long as they are employed by GLACVCD. The rate as of 1/2016 is 6.25% of the employee's salary.
CalPERS 1959 Survivor Benefit		✓	Date of Employment	The 1959 Survivor Benefit provides a monthly allowance to eligible survivors of members who were covered for this benefit and die before retirement. This benefit coverage is available by contract amendment for those not covered by Social Security through their employer. Covered members pay \$3.50 monthly fee that is deducted from their salary specifically to fund the 1959 Survivor Benefit Program.



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Tier II - Employees Hired On or After 02/01/2009

Tier-III - Employees Hired On are After 01/01/2013

BENEFIT	WHO PAYS FOR IT?		WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?
	(EMPLOYER)	(EMPLOYEE)		
Dental Benefits (Tier I)	✓		Eligible six (6) months after the date of hire	The District pays 100% of the premium for the employee and their dependents.
Dental Benefits (Tier II)		✓	Date of Employment	Employee paid benefit at a group rate. Paid through a Section 125 plan.
Dental Benefits (Tier III)		✓	Date of Employment	
Vision Benefits (Tier I)	✓		Eligible six months after the date of hire	The District pays 100% of the premium for the employee and their dependents.
Vision Benefits (Tier II)		✓	Date of Employment	Employee paid benefit at a group rate. Paid through a Section 125 plan.
Vision Benefits (Tier III)		✓	Date of Employment	
Lincoln Financial Voluntary Life Insurance with Accidental Death and Dismemberment (AD&D)		✓	Date of Employment	Employee paid benefit at group rate. Insured amount is in increments of \$ 10,000. Minimum Amount \$10,000 –Maximum amount of \$ 500,000. Not to Exceed five times employee’s annual salary.
Spouse/Domestic Partner Life with Accidental Death and Dismemberment (AD&D)		✓	One Month After Date of Hire	Employee paid benefit at group rate. Insured amount is in increments of \$5,000. Minimum Amount \$10,000 – Maximum amount of \$250,000. Not to exceed 50% of employee elected amount.
Dependent Child Rate		✓	One Month After Date of Hire	Employee paid benefit at group rate. Insured Amount: \$250-Child 14 days to six months. \$10,000-Child Six months to age 19 (25 if full time student). Newborn children ages 14 days to six month are not eligible for a benefit.
Voluntary Long-Term Disability Insurance		✓	One Month After Date of Hire. Eligible for benefits after you are disabled for 180 days.	Voluntary Benefit offered to employees at a group rate. Employee pays 100% of the premium.



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Tier-III - Employees Hired On are After 01/01/2013

BENEFIT	WHO PAYS FOR IT?		WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?	
	(EMPLOYER)	(EMPLOYEE)			
AFLAC		✓	Date of Employment	Pre-taxed Voluntary Medical Insurance Program, employee can choose from the many programs offered by AFLAC, premiums are deducted from the employee's paycheck.	
Lincoln Employee Assistance Program (EAP)	✓		Date of Employment	Program available to employees as well as their spouses and dependent children. Provides confidential assessment, counseling services and referrals if necessary.	
Tuition Reimbursement	✓		The first year anniversary of your date of hire	The maximum reimbursement that may be received by an employee from the District in one (1) fiscal year shall be up two thousand dollars (\$2,000.00). It is intended that this program be administered to assist as many qualified employees as possible and the \$2,000.00 dollars mentioned here is established as a maximum and not as a guarantee.	
401(A) Retirement Savings Plan (Tier I Only)	✓	✓	The one year anniversary of your date of hire	A federally defined money purchase plan. District pays 6.75% of Employee salary, Employee can match up to amount contributed by the District. Employee matching is not required. Employees become fully vested in the program after five (5) years of employment.	
457 Deferred Compensation		✓	Date of Employment	A federally defined deferred compensation plan that is voluntary. Employees can choose from three plans offered by the District: ICMA, Nationwide and TDS.	
Workers Compensation	✓		Date of Employment	The GLACVCD pays 2/3 of salary continuation (tax free) due to a work related/industrial injury or illness. Employee can supplement salary with accrued time.	
Vacation	GLACVCD Pays full salary		Employees accrue vacation time beginning on the date of hire.	Years of Service	Hours of Vacation/Year
				1-4	80
				5-9	120
				10-19	160
				20 or more	200



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Tier I - Employees Hired Before 02/01/2009

Tier II - Employees Hired On or After 02/01/2009

Tier-III - Employees Hired On are After 01/01/2013

BENEFIT	WHO PAYS FOR IT?		WHEN ARE YOU ELIGIBLE?	WHAT DO YOU RECEIVE?
	(EMPLOYER)	(EMPLOYEE)		
Sick Time	GLACVCD Pays full salary		Employees accrue sick time beginning on the date of hire.	Employees shall earn eight (8) hours monthly until you reach the yearly maximum of 96 hours.
Holidays	GLACVCD Pays full salary		Date of Employment	The following fixed holidays are observed: New Year's Day, Martin Luther King Jr. Birthday, Lincoln's Birthday, Presidents Day, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgivings Day, Day after Thanksgivings, and Christmas Day.
Personal Day	GLACVCD Pays full salary.		Date of Employment	Employees are given a personal day of eight (8) hours to use at their discretion, prior approval must be given by Supervisor/Manager.
Credit Union Membership	N/A	N/A	Date of Employment	Employee and family members of GLACVCD may become members of Unify Financial Credit Union.
Flexible Work Schedule	N/A	N/A	Date of Employment	Schedules are set by Department Directors and Supervisors with the approval of the General Manager. Available Schedules offered are 8/40, 4/10 and 9/80.
Accrued Time Pay Out	✓		Employee has to have accrued time by the January election date to cash out accrued hours.	Once a year an employee can cash out 48 hours of sick time and 40 hours of vacation for the cash value of the hours.



GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT Post-Employment Benefit Summary Matrix

Tier I - Employees hired before 02/01/2009
 Tier II - Employees hired on or after 02/01/2009
 Tier-III - Employees hired on or after 01/01/2013

BENEFIT	WHO RECEIVES THE BENEFIT?			WHAT DO YOU RECEIVE?
	(TIER I)	(TIER II)	(TIER III)	
CalPERS Retirement Plan	✓			2% @ 55 retirement formula determined by age at retirement, years of service and final compensation. District contributes 100% of the cost, paying the employer and employee Portion.
		✓		2% @ 55 retirement formula determined by age at retirement, years of service and final compensation. Employee pays the contribution of 7% of their salary for the first five (5) years of employment, after five (5) years of employment the District will pay the employer and employee portion.
			✓	2% @ 62 retirement formula determined by age at retirement, years of service and final compensation. Employee pays at least 50% of the total cost rate or the current contribution rate of similarly situated employees, whichever is greater. Employees will be responsible for contributing this amount as long as they are employed by GLACVCD.
CalPERS Medical Insurance	✓			District pays 100% of premium for retired employees who have at least five (5) years of CalPERS service credit. Employee must retire from the District to be eligible for District specified CalPERS Medical benefits.
		✓	✓	District pays 50% of premium after employee acquires ten (10) years of CalPERS service credit and up to 100% of premium after 20 years of CalPERS service credit. Employee must retire from the District to be eligible for District specified CalPERS Medical benefits.
Dental Benefit	✓			District paid benefit for retired employees who have worked at least ten (10) years with the District. Employees who have worked for the District less than ten (10) years are eligible for COBRA which will last 18-36 months. COBRA is a voluntary program paid for by the employee.
		✓	✓	Voluntary Benefit paid for by the employee. Benefit will end once the employee has left full time employment with the District. Employees are eligible for COBRA which will last 18-36 months. COBRA is a voluntary program paid for by the employee.
Vision Benefit	✓			District paid benefit for retired employees who has worked at least ten (10) years with the District. Employees who have worked for the District less than ten years are eligible for COBRA which will last 18-36 months. COBRA is a voluntary program paid for by the employee.
		✓	✓	Voluntary Benefit paid for by the employee. Benefit will end once the employee has left full time employment with the District. . Employees are eligible for COBRA which will last 18-36 months. COBRA is a voluntary program paid for by the employee.
401(A) Retirement Savings Plan	✓			A money purchase plan that the District contributes 6.75% of the employee's salary to on an annual basis.
457 Deferred Compensation	All Employees			Voluntary Benefit paid for by the employee. The 457 is a Deferred Compensation Plan, the District offers no matching.