



## **BIGHORN-DESERT VIEW WATER AGENCY**

*Our Mission - "To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."*

### **Finance/Public Relations/Education and Personnel**

### **Standing Committee Meeting Minutes**

**Committee Members: Director McKenzie & Director Burkhart**

**BOARD MEETING OFFICE  
1720 N. CHEROKEE TR.  
LANDERS, CALIFORNIA 92284**

**January 21, 2025  
Time – 4:00 P.M.**

**MEETING ROOM IS OPEN FOR IN-PERSON ATTENDANCE**

**OR**

**Join Zoom Meeting**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/84107544730?pwd=CbfgT3HMriSIH4N9r2VTxiWFKUmygN.1>**

**Passcode: 044306**

**Or**

**Dial: 1-669-900-6833**

**Webinar ID: 841 0754 4730**

**Passcode: 044306**

#### **CALL TO ORDER**

Chair McKenzie started the meeting at 4:02 pm

#### **PLEDGE OF ALLEGIANCE**

Led by Director Burkhart.

#### **ROLL CALL**

**Directors present:** JoMarie McKenzie  
John Burkhart

**Staff present:** Marina West

**Public Present:** 0 members of the public were present for this meeting either in-person or via Zoom.

#### **APPROVAL OF AGENDA**

Commissioner Burkhart moved and Chair McKenzie seconded.

## Discussion and Action Items -

### 1. Review Social Security Index Cost-of-Living Adjustment (COLA) for 2025 and Discuss Fiscal Year 2025/26 Cost-of-Living Adjustment to the Range and Step Scale for Staff and General Manager

GM West gave the staff report as provided in the Agenda noting that the Committee had asked for the report on Social Security Cost-of-Living Adjustment (COLA) early in the calendar year so the Board of Directors could approve the COLA prior to the beginning of the annual budget process.

A PowerPoint presentation was provided on behalf of AGM Best, which showed the difference in total compensation percentage increase between the 2.5% offered by Social Security Administration and 3.5% which he is also bringing to the Committee for consideration.

GM West answered questions of the Committee. It was clarified that staff can also receive a merit increase of between 2.5% (one-step) or 5.0% (two-step) and that merit increases are based on performance. Committee members asked about the total dollar impact of salary adjustment of 2.5%. The Committee also inquired about the amount of salary the grant funds would cover in FY2025/26.

### 2. Consent Items –

- a. FPREP Committee Meeting Minutes **September 17, 2024**
- b. PARS Aug-November 2024 Statements

Recommended Action:  
Approve as presented.

***Committee approved the Consent Item(s) a to b.***

### 3. Public Comment Period

None.

### 4. Verbal Reports -

1. Committee Members' Comments/Reports – Dir. Burkhart reported that he completed the Ethics class and the Defensive Driving course as required. Dir. McKenzie reported on Ethics and Defensive Driving courses she recently completed as required.
2. General Manager's Report – GM West reported that the next big public relations event is the Water Education Festival scheduled for May 8, 2025 and stated that staff and assistance may be needed.

3. Assistant General Manager Report – None.

**5. Adjournment**

Chair McKenzie adjourned the meeting at 4:48 pm.

Approved by:



JoMarie McKenzie, Committee Chair



Official Seal