

AMENDED 02/03/2022

AGENDA

THE REGULAR SESSION OF THE CIVIL SERVICE COMMISSION
MONDAY, FEBRUARY 7, 2022 AT 5:30 P.M. - VIA ZOOM

Topic: CSC Special Session Meeting

Time: Feb 7, 2022 05:30 PM Arizona

Join Zoom Meeting

<https://us02web.zoom.us/j/86989374353>

Meeting ID: 869 8937 4353

One tap mobile

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Commission Members

Jennifer Graeme

M. "Kay" Gojkovich

Jennifer "Ginger" Ryan

Mary Gomez

VACANCY

Joelle Landers – Staff Liaison

Joni Giacomino – Council Liaison

The following Agenda Items are presented for Discussion and Possible Recommendation:

1. Roll Call
2. Welcome and introductions for new commission member, Mary Gomez.
3. Appointment of Officers
4. Review Market Analysis completed with AZ League Salary Survey for 2021.
5. Update Job Descriptions:
 - a) Establish separate job descriptions for Part Time employees.
 - b) Increase all Part Time position salary ranges up to the current minimum wage of \$12.80 per hour.
 - c) Establish separate job descriptions for Full Time employees.
 - d) Increase salary ranges for Full Time employees (40 hour/week, 2080 hour/annually) to starting wage of \$15.00 per hour.

***PERSONS NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT
JOELLE LANDERS, STAFF LIASION AT (520) 432-6271 AT LEAST TWENTY-FOUR HOURS BEFORE THE MEETING.***

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- e) Increase salary ranges for the following positions commensurate with Market Analysis and current wages:
 - Deputy City Clerk, \$17.00 hour
 - Accountant, \$17.00 hour
 - Police Officer, \$18.00 hour
 - Police Sergeant, \$20.00 hour
 - Zoning & Building Inspector, \$20.00 hour
 - Library Manager, \$18.00 hour
 - Mine Operations Manager, \$20.00 - \$25.00 hour - TBD
 - All current employees in the positions listed either meet or exceed the proposed hourly rate.
 - f) Fire Department (56hr/week, 2912 hour/annually) salary ranges to starting wages as follows:
 - Firefighter/EMT, \$12.80 hour
 - Firefighter/Paramedic, \$13.80 hour
 - Fire Lieutenant (3), \$14.00 hour
 - Fire Captain, \$15.00 hour
 - g) Change Deputy Police Chief FLSA status to Exempt.
 - h) Updates to Education, Experience and Certification for the Firefighter/EMT and Firefighter/Paramedic Job Descriptions.
 - i) Equal Employment Opportunity Statement and Reasonable Accommodations Statement added to every job description in addition to the City website and Personnel Rules and Regulations.
6. Change the Longevity Plan to set dollar amounts from percentages.
 7. Commission Member Comments (not open for discussion)
 8. Staff Liaison Report (not open for discussion)
 9. Adjournment