

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT
MEMORANDUM
4/06/2020

TO: FRAQMD BOARD OF DIRECTORS

FROM: Christopher D. Brown AICP, APCO

SUBJECT: Approve the Personnel Committee recommendation to dual fill the Administrative Services Officer position effective next fiscal year.

RECOMMENDATION:

Approve the Personnel Committee recommendation to dual fill the Administrative Services Officer (ASO) position effective next fiscal year.

ALTERNATIVES:

Do not Approve the Personnel Committee recommendation to dual fill the position.

BACKGROUND:

The current employee holding the position of ASO has notified the District of the intent to retire in November of 2020. A Personnel Committee meeting was held on March 5, 2020 and recommendation was made to dual fill the position for training purposes.

FISCAL IMPACT:

A salary and estimated benefit cost would be \$8,889/per month. The Committee recommended dual filling for two months. This will be included in the next fiscal year budget.