



**Marion Soil and Water Conservation District  
Board of Directors Meeting Minutes**

June 27, 2022

9:00 AM to 9:07 AM

Facilitator: Chair Olson

Recorded by: Brenda Sanchez

**Attendance**

Meeting attended by video conference and by telephone.

**Directors**

Budeau, Dave

Hsu, Terry

Koch, Rochelle

Olson, Darin

Walker, Scott

**Associates**

**Staff**

Sanchez, Brenda

Ortiz, Susan

**Guests**

O'Brien, Dallas

**A. Olson Call Meeting to Order: 9:01 AM**

**B. Agenda Additions or Changes:** Note revised draft agenda; employee grievance removed.

**C. Announcements:** None

**1. Public Comment**

None

**2. Interim Financial Management Agreement**

Olson states that according to policy, Boyd had no authority to make the agreement. Olson asks Sanchez to share the Salary Administration Plan (on file), Sanchez points out that in section 2 merit raises are approved by the Board. Olson suggests that the agreement be "undone". Olson opens for motion or discussion.

Budeau is having internet issues and has dropped off the meeting.

Sanchez displayed a copy of the Personnel Action form in which Boyd increased the salary of the Programs Assistant from Range 5 Step 6 to Range 6 Step 10 as a correction of wage authorized by DM Boyd per her authorities under District policy on 3/28/22 (on file).

**Action:** Koch motions to **rescind the permanent 14-step wage increase for the Programs Assistant position that was implemented by Amy Boyd, former District Manager, on March 28, 2022, and without the authority to do so and without Board knowledge or approval. I move to rescind the personnel action that would take the Programs Assistant wage level back to Range 5 Step 5; wage would include a 5% percent cost-of-living raise that was approved for staff in March.** 2<sup>nd</sup> by Hsu. No further discussion. MOTION PASSED (unanimously: Aye-4 (Walker, Olson, Koch, Hsu), Opposed-0). *Note: Recorder notes that the motion should read "back to Range 5 Step 6"- correction needed.*

Koch stated that On March 24, 2022, the Board approved a temporary wage increase for the Programs Assistant based on performing additional job duties at an annual salary of \$75,000 for three months or until no longer needed. The board has received a memorandum from Brenda Sanchez that she is assuming those job duties and the Programs Assistant will no longer be responsible for those job duties after June 30, 2022.

**Action:** Koch motions that **the temporary wage increase approved by the Board for the Programs Assistant to be discontinued effective June 30, 2022.** 2<sup>nd</sup> by Walker. No further discussion. MOTION PASSED (unanimously: Aye-4 (Walker, Olson, Koch, Hsu), Opposed-0).

Olson noted that a previous draft agenda for this meeting had the employee grievance as an agenda item, that item will be on the July 6, 2022, Board meeting agenda.

Olson adjourned the meeting at 9:07 AM



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