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To: Chairman Ken Staton, & MVWD Board of Directors
From: Joseph Davis, General Manager
Date: April 10, 2017
Subject: Proposed Policy Changes

Background:

Staff has incorporated the proposed changes to the Moapa Valley Water District Personnel Policy manual discussed at the April 6th. Board of Directors meeting

4.2.4 All regular full time line personnel will be subject to standby duty, on a rotation basis. Employees on stand-by status are required to keep themselves available for service by staying within radio range and being able to respond within thirty (30) minutes.

(a) *Pay for standby duty is as follows:*

- One (1) hour overtime pay per day Monday through Friday, plus any hours actually worked. The exception is that the lead duty personnel will receive Two (2) hours overtime pay for their regularly scheduled day off.

- Two (2) hours overtime pay per day Saturday and Sunday, plus any hours actually worked.

- Four (4) hours overtime pay per day for Holidays, plus any hours actually worked.

Overtime would be paid providing a forty (40) hour work week had been met.

12.4 ASSIGNMENT OF VEHICLES

12.4.1 The General Manager may assign District vehicles to certain persons or positions to take home after working hours. These positions require a vehicle because of their need to respond and to establish communication links in the case of an emergency.

12.4.2 Use of the vehicle is not part of the position's compensation. Vehicles may

be reassigned at any time by the General Manager.

12.4.3 Use of vehicles is limited to business use only. Personal business should not be performed using a District vehicle unless it is incidental to commuting to and from work.

12.4.4 The General Manager and Assistant Manager will each be provided a vehicle for their use. Both may keep their vehicle after work and use will not be limited to business purposes.

Suggested Motion

Move to approve the recommended changes to the personnel policy pertaining to compensation for standby duty and assignment of vehicles as presented above.