



Solano Local Agency Formation Commission

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AGENDA
ITEM
7D

February 11, 2013

Proposal: Executive Officer Recruitment Job Description and Benefits

Discussion: On December 10, 2013 the position of Executive Offer became vacant. The Commission is in the process of putting together a recruitment package. Part of the package will include a job description and benefits. Staff has been reviewing recruitment packages from other agencies. Attached is a preliminary job description along with current benefits. It is the desire of the chair to have the Commission review and comment so as to provide direction for completion of the recruitment package.

Staff Recommendation: The Commission review and provide staff direction on the job description and benefits package.

Attachments:

Summary of current salary and benefits for EO position

Draft amended EO job description

Personnel & Salary Resolution (included within Solano Policies binder) EO Job Description on page 39