

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: December 19, 2024

RE: Early Approval of Solid Waste Operations Manger and Utilities Coordinator FTE requests

Administrative Recommendation:

THAT the Board of the Regional District of Okanagan-Similkameen authorize the early approval for the Solid Waste Operations Manger and Utilities Coordinator full time equivalent requests.

Background:

At the December 12, 2024 budget meeting the Board reviewed a number of full time equivalent requests (FTE). Amount the the requests which where tentatively approved were the Solid Waste Operations Manager and Utilities Coordinator. At the December 12 meeting staff asked if these two positions could be giving early approval. This report is now asking the Board to give formal appraisal at the Board level. The early approval will allow for the posting of the positions and hired early in the new year.



Solid Waste Operations Manager – Ranked 4 Early Approval Requested

This positions wages was charged to the various services up to 2024 and there will no material increase if the Board approves this position.

Total Score	Job Title	Rank	Funded from Taxes	User Fee Funded	Grant Funded	Tax Funded in Previous Years Budget	User Fee In Previous Years Budget	Supported	Participants Tax Funding	Participants User Fee Funded
112	Solid Waste Operations Manager	4	\$ -	\$ -	\$ -	\$ 9,071	\$ 142,117	Yes	EA only	EA all except "H"



Utilities Coordinator – Ranked 3 Early Approval Requested

The Utilities Coordinator (which the Board in 2024 approved the position for one year) position has been a great success in the Public Works Division.

Total Score	Job Title	Rank	Funded from Taxes	User Fee Funded	Grant Funded	Tax Funded in Previous Years Budget	User Fee In Previous Years Budget	Supported	Participants Tax Funding	Participant User Fee Funded
129	Utilities Coordinator (2024 term positio	3	\$ -	\$ -				Yes	NA	NA

Alternatives:

THAT the Board of the Regional District of Okanagan-Similkameen not authorize the early approval for the Solid Waste Operations Manger and Utilities Coordinator full time equivalent requests.

Respectfully submitted:

“Jim Zaffino

J. Zaffino, Chief Administrative Officer