

RESOLUTION NO. 24-02

A RESOLUTION OF THE WEST CITIES POLICE COMMUNICATIONS CENTER JOINT POWERS AUTHORITY ESTABLISHING WAGES FOR TEMPORARY PART-TIME EMPLOYEES IN THE POSITION OF OFFICE ASSISTANT I/II

WHEREAS, the West Cities Police Communications Center Joint Powers Authority (“West-Comm”), comprised of the Cities of Los Alamitos, Cypress and Seal Beach, has been established to provide for the delivery of police communications and dispatch center operations; and

WHEREAS, the West-Comm Board of Directors desires to establish by resolution, the wages for the temporary part-time employees in the position of Office Assistant I/II

NOW, THEREFORE, THE BOARD OF DIRECTORS OF WEST-COMM DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the hourly steps for the temporary part-time classification of Office Assistant I/II is hereby effective December 20, 2024 (5%) and July 4, 2025 (4%).

SECTION 2. That the hourly salary range shall only apply to employees of West-Comm in the classification and assignment of the temporary part-time Office Assistant I/II.

SECTION 3. That the hourly salary steps hereto shall, where any conflict exists, supersede all previously adopted resolutions establishing salaries, fringe benefits and conditions of employment in the classification of Office Assistant I/II.

A. Monthly/Hourly Pay Ranges Effective December 20, 2024

<u>POSITION</u>	<u>MONTHLY/HOURLY PAY RANGE</u>				
	A	B	C	D	E
Office Assistant I	\$21.4563	\$22.5345	\$23.6492	\$24.8364	\$26.0117
Office Assistant II	\$23.6492	\$24.8364	\$26.0117	\$27.3868	\$28.7619

B. Monthly/Hourly Pay Ranges Effective July 4, 2025

POSITION

MONTHLY/HOURLY PAY RANGE

	A	B	C	D	E
Office Assistant I	\$22.3145	\$23.4359	\$24.5952	\$25.8299	\$27.0522
Office Assistant II	\$24.5951	\$25.8298	\$27.0521	\$28.4822	\$29.9123

PASSED, APPROVED AND ADOPTED at the meeting of the Board of Directors of the West Cities Police Communications Center Joint Powers Authority, California held this eighteenth day of December 2024.

CHAIRPERSON

ATTEST:

State of California)
County of Orange) SS
West-Comm)

I, KASANDRA EDWARDS, Secretary of West-Comm, DO HEREBY CERTIFY that the foregoing Resolution No. 24-02 was duly approved and adopted by the West-Comm Board of Directors at the special meeting of said Board held on the eighteenth day of December 2024, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

KASANDRA EDWARDS, SECRETARY

APPROVED AS TO FORM:

MICHAEL DAUDT, GENERAL COUNSEL