



**CENTRAL COAST REGIONAL DISTRICT**

**TO:** Chair Reg Moody and Board of Directors May 3, 2013  
**FROM:** Acting CAO Donna Mikkelson  
**SUBJECT: CENTENNIAL POOL COMMISSION – May 9, 2013**

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**RECOMMENDATION:** It is recommended that the Pool Wage Policy be amended to comply with the recommendation of the Pool Commission.

**BACKGROUND**

On April 15<sup>th</sup> CCRD staff met with the Pool Commission Chair staff. Following the meeting staff redrafted the Pool Manager Job Description (copy attached) and prepared interview questions for upcoming interviews with candidates who had applied for the position. The CCRD Administrative Assistant and Commission Chair interviewed the three candidates and recommended offering the position to the successful candidate.

The Commission Chair wishes to increase the hourly wage the Pool Manager by \$2.00 per hour, to change the position names, and add a Head Guard position to the Rate Schedule (see Proposed New Rate Schedule – Policy 12(b) attached under Section E(c) of this agenda).

Respectfully submitted for consideration

Donna Mikkelson  
Acting CAO

Board Meeting  
MAY 09 2013  
CCRD ITEM E(c)

EXISTING  
CENTRAL COAST REGIONAL DISTRICT  
POLICIES

98  
Policy A-12(b)

Position	Minimum Age	Minimum Qualifications	Base Rate	Additional Qualifications
Trainee I	13	Bronze Medallion	Volunteer	
Trainee II	14	Bronze Medallion WHIMIS	\$10.25/hour	Bronze Cross AWSI CPR C Emergency First Aid
Aquatic Leader Level I (Junior)	15	Bronze Cross AWSI	\$11.25/hour	WSI CPR C Standard First Aid LS Instructor NLS Lifeguard – Pool
Aquatic Leader Level II (Senior)	17	NLS Lifeguard – Pool CPR C WSI and or LS Instructor WHIMIS	\$13.25/hour	Standard First Aid WSI and/or LS Instructor
Pool Manager	17	NLS Lifeguard – Pool CPR C WSI LS Instructor WHIMIS	\$16.00/hr	Standard First Aid Pool Operator

- Increment – Additional Qualifications - \$0.25 for each following course: Bronze Cross, AWSI, CPR C, Emergency First Aid
- Increment – Additional Qualifications - \$.50 for each following course: NLS Lifeguard – Pool, WSI, LS Instructor, Standard First Aid
- Increment – Experience - \$.25 for each year of experience as paid employee
- Increment – Additional Qualification - \$1.00 for Pool Operator Course.
- Qualifications earned during employment will affect pay rate for the month following

Board Meeting  
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PROPOSED NEW RATE SCHEDULE <sup>99</sup>  
POLICY A-12(b)

Position	Minimum Age	Qualifications	Base Rate	Additional Qualifications
Manager	19	<ul style="list-style-type: none"> <li>• NLS-pool</li> <li>• CPR-C</li> <li>• Standard first aid or equivalent</li> <li>• WSI or LS</li> <li>• Manager experience</li> <li>• Pool Operators Certificate or equivalent experience</li> <li>• WHIMIS</li> </ul>	\$18.00	
Head Guard	17	<ul style="list-style-type: none"> <li>• NLS-pool</li> <li>• CPR-C</li> <li>• Standard first aid or equivalent</li> <li>• Pool Operators Certificate or equivalent experience</li> <li>• WSI or LS</li> <li>• WHIMIS</li> </ul>	\$16.00	
Guard	17	<ul style="list-style-type: none"> <li>• NLS-pool</li> <li>• CPR-C</li> <li>• Standard first aid or equivalent</li> <li>• WSI or LS</li> <li>• WHIMIS</li> </ul>	\$14.00	
Aquatic Leader	15	<ul style="list-style-type: none"> <li>• Bronze Cross</li> <li>• AWSI</li> <li>• CPR-C</li> <li>• Standard first aid or equivalent</li> </ul>	\$11.25	
Junior Aquatic Leader	14	Bronze Medallion	\$10.25 (minimum wage)	
Volunteer	13	Bronze Medallion	Honorarium	

Increments: Pool Related certification will be awarded \$0.25 per proof of certification to a maximum of \$2.00

Increments: Experience \$0.25 will be awarded for each year of paid experience at a pool to a maximum of \$2.00

OFA 2 and 3 will be increased by the industry standard.

