

Kern County Cemetery District

Minutes for

May 26, 2022

Regular Board Meeting
Shafter Memorial Park Office
18662 Santa Fe Way, Shafter, CA

- Call to Order: Call to Order at 12:15 pm by Chairman Braun, Chairman Braun led flag salute and invocation.
- Roll Call: In attendance was Barry Braun, Chairman of the Board; Belton Banks, Vice-Chair; Jerry Ezell, Secretary of the Board.
- Employees: Eliza Caudillo, District Manager; Denton Carender, Superintendent; Alicia Reveles, District Secretary.
- Visitors: None
- Public Comment: None
- Consent Calendar: Includes the approval of the agenda for the current meeting and minutes of the regular Board meeting for April 2022. The payroll warrants for 22/08 through 22/09 were approved. Vouchers, checks, and financial reports April 2022 were approved. This was done by approval of the consent calendar by motion of Trustee Banks and seconded by Trustee Ezell; 3 ayes, unanimous.

Management Update

- We had 13 services in Shafter and 10 services in Wasco for the month of April 2022. This gives us 318 services for the fiscal year to date.
- A new employee has been hired to replace the recent vacancy of a Groundsman. Issac Garcia was hired on May 7, 2022.
- Manager Caudillo and Trustee Braun met with Lieutenant Randy Mulligan of the Shafter Police Department to discuss ongoing problems with unruly visitors. Lt. Mulligan was receptive to the need for additional drive-throughs by the Police Department. He recommends the District file an Ordinance and reports any problems to the Police Department. The Shafter Police Department will do its best to assist the District.
- The District is still interviewing to find a full-time temporary groundsman to help through the summer months to assist with the workload and allow the permanent staff to take vacations.
- Manager Caudillo and any available Trustees will meet with Supervisor Couch at his office on June 2, 2022, at 11:00 am.
- CSDA will be holding their Annual 2022 Conference and Exhibitor's Conference in Palm Desert at the Marriott. Attendance at the conference will earn much-needed CIP points and provide additional education to the manager. The Board encourages attendance by the District Manager.

Employee MOU Negotiations

During the June 2021 Board meeting, the Trustees established a Negotiation Committee to facilitate the salary negotiations according to the current MOU with the employees. The Negotiation Committee came to an agreement and presented the proposed term to the Board of Trustees. The Board of Trustees presented a counteroffer to the proposed negotiation. The offer consisted of a 3% COLA raise for all full-time staff, a one-time \$300.00 boot allowance for the grounds staff, and included in the negotiation was an increase for the part-time secretary to \$15.45. Superintendent Carender also requested a vacation buyout for time lost and time needed to keep him from losing additional vacation hours for the foreseeable future through renovation.

The motion was made to authorize a 3% COLA raise for all full-time staff and a one-time \$300.00 boot allowance for the outside staff. Included in the negotiation was an increase for the part-time secretary to \$15.45. Superintendent Carender requested a vacation buyout for time lost and time needed to keep him from losing additional vacation hours for the foreseeable future through renovation by Trustee Banks and seconded by Trustee Braun; 3 ayes, unanimous.

Approval of Biennial Conflict of Interest Code

California Code section 87306.5 requires that every local agency review their Conflict-of-Interest Code every other year. This review starts with each body reviewing their current code and making any necessary adjustments. The County of Kern Board of Supervisors are our code reviewing body, and our code with any changes will be sent to them.

A motion was made upon the Board's discussion of the current code, and it was determined that it should stay the same. No changes were deemed necessary at this time by Trustee Ezell and seconded by Trustee Banks; 3 ayes, unanimous.

Trustees Comments

Trustee Banks: Trustee Banks feels the staff is an excellent representation of the District.

Trustee Ezell: Trustee Ezell would like to fulfill his AB1234 via SDRMA on-demand webinar.

Trustee Braun: Would like staff to research the procedure of reclaiming unused graves in the cemetery.

Adjournment

The meeting was adjourned at 2:00 pm by Chairman Braun. The next regular meeting is scheduled for June 16, 2022.

Signed,

Eliza Caudillo
District Manager