

RESOLUTION NO. 2011 - 06



**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MARIN ENERGY AUTHORITY ESTABLISHING THE AUTHORITY
AS THE EMPLOYER OF RECORD FOR STAFF, SETTING COMPENSTATION
AND BENEFITS FOR STAFF, AND AUTHORIZING THE EXECUTION OF
A CONTRACT WITH ADP FOR HUMAN RESOURCES SERVICES**

WHEREAS, the Marin Energy Authority ("MEA") is a joint powers authority established on December 19, 2008, and organized under the Joint Exercise of Powers Act (Government Code Section 6500 et seq.); and

WHEREAS, MEA members include the following Marin communities: the County of Marin, the City of Belvedere, the Town of Fairfax, the City of Mill Valley, the Town of San Anselmo, the City of San Rafael, the City of Sausalito and the Town of Tiburon; and

WHEREAS, MEA contracted with Local Government Services/Regional Government Services (LGS/RGS) to provide staffing during the time of MEA's launch; and

WHEREAS, the contract with LGS/RGS is set to expire on April 30, 2011; and

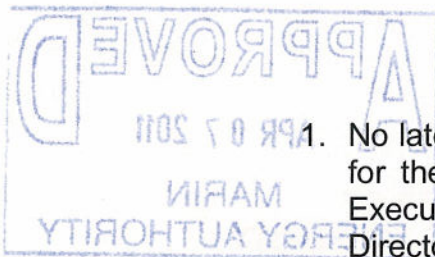
WHEREAS, MEA now has the capacity to be the employer of record for the Authority's staff; and

WHEREAS, MEA staff and Executive Committee have discussed and explored a variety of different options that would address MEA's current staffing needs; and

WHEREAS, MEA staff and Executive Committee have discussed and explored a variety of benefits offerings from comparable agencies to define a benefits package that is reasonable for MEA staff; and

WHEREAS, MEA staff and Executive Committee has found that the vendor, ADP, is well-qualified to provide many of the human resource needs of MEA as described in Attachment A; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, by the Board of Directors of the Marin Energy Authority as follows:



1. No later than May 1, 2011, MEA will become the employer of record for the following five positions that are established by the Board: Executive Officer, Regulatory and Legal Counsel, Communications Director, Administrative Associate, and MEA Intern.
2. The Executive Officer is authorized to execute on behalf of MEA a contract with ADP for payroll and other Human Resources functions as described in Attachment A, by no later than May 1, 2011, and also is authorized to execute any documents related thereto.
3. MEA will pay the same compensation to the employees described above as previously paid to these employees by LGS/RGS.
4. MEA will provide benefits to employees as described in Attachment B and the Executive Officer is authorized to execute any contracts or other documents related to such approved benefits.
5. MEA will offer Social Security, a 401(a) plan, and 457 plan for employees as described in Attachment C. The 401(a) and 457 plans will be adopted by separate resolution.
6. Beginning in May 2011, MEA will work with ADP to undertake a job classification and compensation study to present to the Executive Committee and the Board of Directors for approval.
7. The Executive Officer is authorized to execute on behalf of the Board a contract for the health, dental and vision insurance approved by the Board, contracts for workers compensation insurance and other necessary insurance coverage, and any documents related thereto.

PASSED AND ADOPTED at a regular meeting of the Marin Energy Authority Board of Directors on this 7th day of April, 2011 by the following vote:

AYES NOES ABSTAIN ABSENT

City of Belvedere

Town of Fairfax

County of Marin

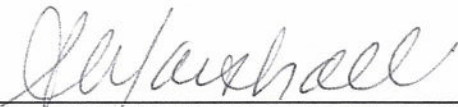
City of Mill Valley

Town of San Anselmo

City of San Rafael

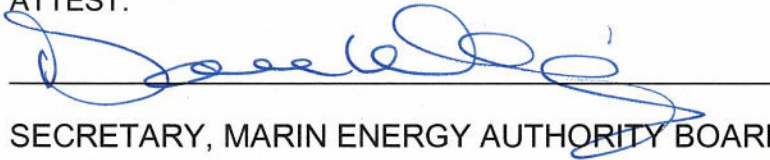
City of Sausalito

Town of Tiburon



CHAIR, MARIN ENERGY AUTHORITY BOARD

ATTEST:



SECRETARY, MARIN ENERGY AUTHORITY BOARD

