

**Russian River Cemetery District
Public Hearing Report on Workforce Status, Vacancies, and Recruitment Efforts
Pursuant to Assembly Bill 2561**

Date of Hearing: August 19, 2025

Location: 940 Low Gap Road, Ukiah, CA 95482

Presented by: Dana Kornegay, Office Manager

1. Current Staffing Overview

Position Title	Number of Authorized Positions	Number Filled	Number Vacant
Office Manager	1	1	0
Grounds Foreman	1	1	0
Groundskeeper	2	2	0
Office Assistant	1	1	0

2. Recruitment Efforts

No active recruitments at this time.

3. Retention and Workforce Challenges

- All staff except the Office Assistant have been employed for over 7 years.
- Annual performance evaluations performed as per District policy contribute to employee retention efforts
- No changes to policies, procedures, or recruitment activities are needed at this time to remove obstacles in the hiring process
- Rising private sector wages may pose future retention risks.

4. Public Hearing Summary

- The public hearing was opened at _____ a.m./p.m.
- The report was presented to the Board.
- Public comment was:
 - [] None received
 - [] Received from: _____
- The hearing was closed at _____ a.m./p.m.

Notes:

- This hearing fulfills the annual requirement under AB 2561 to report on staffing conditions prior to budget adoption.
- No board action is required; this item is informational only.

Board Chair Signature: _____

Date: _____