



Board Agenda Item 40

DATE: April 25, 2017

TO: Board of Supervisors

SUBMITTED BY: Paul Nerland, Director of Human Resources

SUBJECT: Salary Resolution Amendments

RECOMMENDED ACTION(S):

1. **Approve the Addenda to Memoranda of Understanding regarding salary adjustments for identified classifications as reflected in Appendix C, effective April 24, 2017, within the following Representation Units:**
 - a) **Unit 3 - Mental Health Professionals and Social Workers**
 - b) **Unit 12 - Clerical, Paramedical, Building, and Service Employees**
 - c) **Unit 36 - Supervisory Employees, represented by SEIU Local 521**
2. **Approve the Addendum to the Memorandum of Understanding regarding salary adjustments for identified classifications within Unit 13 - Crafts and Trades, represented by Stationary Engineers - Local 39, effective April 24, 2017, as reflected in Appendix C.**
3. **Approve the salary adjustment for the Quality Improvement Coordinator classification, effective April 24, 2017, as reflected on Appendix C.**
4. **Approve the salary adjustments for Account Clerk I/II/III - Confidential and Supervising Account Clerk I - Confidential classifications to maintain salary parity with their equivalent non-confidential classifications, effective April 24, 2017, as reflected on Appendix C.**

Approval of the recommended actions would implement salary adjustments for the identified classifications to address recruitment and retention issues. Additionally, approval of the fourth recommended action would ensure parity was maintained between the identified confidential classifications and their equivalent non-confidential classifications as directed under Footnote "y" of the Salary Resolution. The increase (\$496,396) includes \$16,709 in Net County Cost (NCC), which will be absorbed within affected departments' FY 2016-17 adopted budgets.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended actions, the existing terms and conditions would remain in effect; however, recruitment and retention issues for the identified classifications would continue.

FISCAL IMPACT:

The total estimated cost of Recommended Action No. 1 for the remainder of FY 2016-17 is approximately \$390,089; \$15,966 in NCC. The annual cost is approximately \$2,535,579; \$103,781 in NCC, which includes the related retirement costs. Sufficient appropriations and estimated revenues are included in the affected

departments' adopted budgets and will be included in future budget requests.

The total estimated cost of Recommended Action No. 2 for the remainder of FY 2016-17 is approximately \$101,064; \$0 in NCC. The annual cost is approximately \$656,919; \$0 in NCC, which includes the related retirement costs. Sufficient appropriations and estimated revenues are included in Department of Public Works and Planning's adopted budget and will be included in future budget requests.

The total estimated cost of Recommended action No. 3 for the remainder of FY 2016-17 is approximately \$3,341; \$0 NCC. The annual cost is approximately \$17,373; \$0 NCC, which includes the related retirement costs. Sufficient appropriations and estimated revenues are included in the Department of Behavioral Health's adopted budget and will be included in future budget requests.

The total estimated cost of Recommended Action No. 4 for the remainder of FY 2016-17 is approximately \$1,902; \$743 in NCC. The annual cost is approximately \$12,361; \$4,826 in NCC, which includes the related retirement costs. Sufficient appropriations and estimated revenues are included in the affected departments' adopted budgets and will be included in future budget requests.

DISCUSSION:

The Department of Human Resources recently completed a comprehensive analysis of County job classifications that have experienced reoccurring recruitment and retention issues. The analysis of comparable and commutable agencies confirmed that the salaries were no longer competitive in the local labor market.

Approval of Recommended Action Nos. 1 to 3, would adjust the starting salary range (Step 1) of the identified classifications by the corresponding percentage and include advanced step placement to Step 3 for specific classifications, as denoted by an asterisk (*):

<u>Unit</u>	<u>Classification</u>	<u>% Increase</u>
03	Licensed Mental Health Clinician*	5.58%
03	Licensed Psychologist*	9.71%
03	Senior Licensed Mental Health Clinician	8.13%
03	Senior Licensed Psychologist*	13.79%
03	Unlicensed Mental Health Clinician*	15.43%
03	Unlicensed Psychologist	9.70%
03	Utilization Review Specialist*	8.45%
12	Account Clerk I	9.40%
12	Account Clerk II	8.28%
12	Account Clerk III	8.32%
13	Road Equipment Operator I	11.12%
13	Road Equipment Operator II	11.29%
13	Road Equipment Operator Trainee*	20.57%
36	Clinical Supervisor*	8.36%
36	Supervising Account Clerk I	3.46%
MGT	Quality Improvement Coordinator*	8.11%

Previously negotiated terms and conditions for Unit 13 approved by your Board on September 27, 2016, and for Units 3, 12, and 36 approved by your Board on July 14, 2015, including future salary increases for the impacted classifications, will remain in effect as reflected in the respective Addenda and Appendix C.

Approval of Recommended Action No. 4 would ensure parity is maintained between the identified confidential classifications and their equivalent non-confidential classifications as directed under Footnote "y" of the Salary Resolution. The impacted confidential classifications are as follows:

<u>Unit</u>	<u>Classification</u>	<u>% Increase</u>
UNR	Account Clerk I - Confidential	9.40%
UNR	Account Clerk II - Confidential	8.28%
UNR	Account Clerk III - Confidential	8.32%
UNR	Supervising Account Clerk I - Confidential	3.46%

REFERENCE MATERIAL:

BAI #32, September 27, 2016 - Unit 13 MOU

BAI #45, July 14, 2015 - Units 2, 3, 4, 12, 22, and 36 MOUs

ATTACHMENTS INCLUDED AND/OR ON FILE:

Addendum - Unit 3

Addendum - Unit 12

Addendum - Unit 13

Addendum - Unit 36

Appendix C

CAO ANALYST:

Sonia De La Rosa