



# Board Agenda Item 35

DATE: October 9, 2018

TO: Board of Supervisors

SUBMITTED BY: Paul Nerland, Director of Human Resources

SUBJECT: Memorandum of Understanding for Representation Unit 19

RECOMMENDED ACTION(S):

- 1. Approve the Memorandum of Understanding for Representation Unit 19 - Professional Employees, represented by the Professional Association of Employees, effective October 8, 2018, through October 5, 2020.**
- 2. Approve the related Salary Resolution Amendments (Including confidential classifications covered by Footnote "y") as reflected in Appendix "B".**

Approval of the recommended actions would effectuate the tentatively agreed upon terms and conditions as delineated herein regarding Unit 19's successor Memorandum of Understanding (MOU), effective October 8, 2018, through October 5, 2020. The estimated cost for FY 2018-19 (\$477,821) includes \$110,327 in Net County Cost (NCC), which is included in the impacted departments' FY 2018-19 recommended budgets and subsequent annual budget requests. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended actions, the existing terms and conditions would remain in effect and contract negotiations would continue.

FISCAL IMPACT:

The total estimated cost of the negotiated terms and conditions for FY 2018-19 is approximately \$477,821; \$110,327 in NCC, which includes related retirement costs. The estimated year-over-year cost increase for FYs 2019-20 and 2020-21 is approximately \$663,612 (\$153,226 in NCC) and \$176,646 (\$40,787 in NCC), respectively. Sufficient appropriations will be included in the impacted departments' FY 2018-19 recommended budgets and subsequent annual budget requests.

DISCUSSION:

Your Board's representatives have met and conferred with Unit 19 representatives regarding a successor MOU (previous MOU expired June 30, 2018). A tentative agreement was signed on August 31, 2018, and was subsequently ratified by the Association, which currently represents 153 employees.

The significant components of the MOU, effective October 8, 2018, unless otherwise noted, include the following:

- MOU Term:
  - October 8, 2018, through October 5, 2020

- Salary Adjustments: (Includes confidential classifications covered by Footnote “y”)
  - 2% increase effective October 8, 2018, for all classifications
  - 2% increase effective October 7, 2019, for all classifications
- Salary Steps: (Includes confidential classification covered by Footnote “y”)
  - Effective January 14, 2019
    - Increase intervals between steps from 3.125% to 5%
    - Adjust salary ranges from 9-steps to 5-steps (9th step becomes new 5th step)
- Health Insurance: (\*Up to indicates that the contribution will not exceed the cost of employee’s health plan selection)
  - Effective December 17, 2018
    - Increase County Contribution for Employee Only up to \$318 (increase of up to \$25 per pay period)
  - Effective December 16, 2019
    - Increase County contribution for Employee Only up to \$343 (increase of up to \$25 per pay period)
- Standby Pay:
  - Convert to hourly pay for all eligible classifications
  - Increase from \$5.00 per hour to \$7.50 per hour for Environmental Health Specialists classification series
- Compensatory Time Off:
  - Increase to combined maximum of 60 hours (24 hours of which may be holiday accrual) for eligible classifications
- Miscellaneous:
  - Addition, update, or deletion of MOU language and/or obsolete addenda

REFERENCE MATERIAL:

BAI #34, September 27, 2016 - MOU for BU 19

ATTACHMENTS INCLUDED AND/OR ON FILE:

MOU - Representation Unit 19  
Salary Resolution Amendment - Appendix “B”

CAO ANALYST:

Juan Lopez