

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

217



FROM: Human Resources Department.

SUBMITTAL DATE:
June 23, 2004

SUBJECT: Parity and classification recommendations that affect the following departments: Riverside County Children and Families Commission ("First 5 Riverside"; an autonomous self-funded agency) and Community Health Agency (CHA), as a result of various studies as outlined in Resolution No. 440-8553.

RECOMMENDED MOTION: That the Board approve the recommendations contained in the attached Resolution No. 440-8553.

BACKGROUND: The following recommendations are the result of exception study requests or actions that affect the Riverside County Children and Families Commission ("First 5 Riverside"; an autonomous self-funded agency) and Community Health Agency (CHA). Recommendations include adding one new classification of Program Coordinator for the Children and Families Commission and granting parity adjustment to one other classification.
(continued on page 2)

Departmental Concurrence

Ronald W. Komers
Assistant County Executive Officer/
Human Resources Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$10,367	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$3,940	Budget Adjustment:	No
	Annual Net County Cost:	\$3,940	For Fiscal Year:	2004-05

SOURCE OF FUNDS: Departmental Budgets	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

- Dep't Recomm.: Consent Policy
- Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.:

District:

ALL

Agenda Number:

3.43

(Background Continued)

NEW CLASSIFICATION:

Program Coordinator for Children and Families Commission: It is recommended to add this class to the Class & Salary Listing at salary plan/grade MCO 412 L11 (\$54,289 –\$70,673). First 5 Riverside is an independent self-funded public entity dedicated to the provision of comprehensive improvement in child development services for children prenatal through age 5 in Riverside County. First 5 contracts with the County for human resources, staffing and other services. First 5 has requested that the County add a class that would provide skilled and experienced professional level early education and learning program coordination for such State initiatives as “Preschool For All” and “Investing in Affordable Buildings for Children’s Development” (AbCd). These initiatives allocate funds generated by Proposition 10 and other sources to local First 5 Commissions.

The Program Coordinator will serve as a liaison to establish and strengthen relationships between First 5 and other governmental agencies and organizations. Responsibilities include researching, obtaining, analyzing, interpreting and disseminating information regarding State and Federal administrative, legislative and political activities that impact First 5 and the County. Positions allocated to this class would be filled through the County’s competitive selection process. This request is only to add a new class to the Class and Salary Listing for the purposes of administration of contracted services between the County Human Resources Department and First 5, resulting in no cost impact to the County General Fund. First 5 management requested this classification and Human Resources supports this recommendation. The class specification is attached.

PARITY ADJUSTMENT:

Animal Services Director: It is recommended that this single-position class be granted a parity adjustment of approximately 8.3% from the Difficult to Recruit salary plan/grade MCO 544 L16 (\$63,921 – \$95,080) to MCO 643 L12 (\$76,885 – \$102,924). The Community Health Agency (CHA) requested a review of this class as part of the recruitment effort to fill the vacant position. The study found the Animal Services Director classification to be 8.6% (total compensation) below the average salary of a seven county labor market survey. In order to effectively recruit qualified and experienced candidates for this critical and difficult to recruit position, the salary range must be competitive with other local jurisdictions. The total annual cost of this parity adjustment will be \$10,367 (\$3,940 general funds). CHA requested this parity adjustment and Human Resources supports this recommendation.

