

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

698



FROM: Human Resources Department

SUBMITTAL DATE:
July 13, 2009

SUBJECT: Unrepresented Temporary Employee Reclassification, Temporary and Per Diem Employees Salary Adjustment, and Adoption of Resolution No. 440-8814.

RECOMMENDED MOTION: That the Board of Supervisors approve Resolution No. 440-8814, and changes to Salary Ordinance No. 440, to include new language in Section 8. Salary Plan and Administration D. Special Salary Adjustments.

BACKGROUND: The County of Riverside faces unprecedented financial challenges as it enters Fiscal Year 2009-2010. The County Executive Officer has called upon County departments to cut costs. Negotiations are underway with represented employee groups to realize savings from employee salaries. Unrepresented management and confidential employees also will be taking cuts to their salaries.

(Continued)

Ronald W. Komers
Asst. County Executive Officer/Human Resources Dir.

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2009/10

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

C.E.O. RECOMMENDATION: APPROVE

BY:
Elizabeth J. Olson

County Executive Office Signature

- Policy
- Policy
- Consent
- Consent

SEP 10 12 01:11:22
HUMAN RESOURCES

Prev. Agn. Ref.: _____ **District:** _____ **Agenda Number:** _____

3.58

Background continued

On a Countywide basis, there are approximately 1,450 unrepresented employees who work on a temporary or per diem basis. Their salaries are set by County Salary Ordinance No. 440. Salaries of these employees will not be impacted by the cuts proposed for regular county employees. However, specific actions through the attached Resolution will implement a 10% salary cut for temporary and per diem employees.

Across the County approximately 150 unrepresented employees work on a temporary basis within County departments. While these employees are not included in a bargaining unit, they are currently classified and paid on the same classification and pay scale as regular employees. It is an administrative burden to manually adjust the records of each temporary employee when changes occur in the bargaining unit job classification. For example, temporary employees must be adjusted to remove cost of living increases for which they are not eligible.

To remedy this situation, County Temporary and County Temporary – SR (Safety Retirement) classifications are being created through the attached Resolution to reflect these employees' temporary status with the County. This will also help Departments to recognize department temporary employees, whose extended employment must be approved by the Board of Supervisors when they work beyond 1,000 hours in a fiscal year.

The attached resolution also implements a 10% reduction to the hourly rate of the Exempt (EXE) Salary Plan. This Salary Plan applies to many of the unrepresented employees governed by Ordinance No. 440, who are otherwise not covered by the Management Resolution or other Memoranda of Understanding. The Exempt Unit consists of job classes that are temporary or limited term in nature, such as Professional Student Interns and Resident Physicians, as well as County temporary and Per Diem employees.

It is proposed that the following language (additions noted in bold type) be incorporated into Salary Ordinance No. 440 with the approval of this Resolution:

Section 8. Salary Plan and Administration

8. D. SPECIAL SALARY ADJUSTMENTS

The Human Resources Director, on approval of the County Executive Officer, may expressly set a different salary and anniversary date for the incumbent of any position, than that called for under other provisions of this ordinance. Unless otherwise specified, such action shall automatically fix a new anniversary date on the first day of a pay period which is 2080 hours (approximately 1 year) in a paid status after the resulting change of salary.

When a higher pay rate has been established to temporarily compensate an employee for additional responsibilities beyond those normally performed in the position, the Human Resources Director may, at the department head's request, adjust such pay rate to compensate for step increases and cost of living adjustments which the employee would have earned at the normal pay rate, maintaining the differential intended by the original special adjustment. When the additional responsibilities are concluded, the Human Resources Director may return the employee's pay to the normal rate, as though the temporary increase had not occurred.

The County Executive Officer may order changes to the rate of pay of employees paid on the the EXE Salary Plan to meet budgeteary restraints faced by the County. Said adjustments may be made by classification within the Salary Plan. Any adjustments shall be accomplished through an across-the-board percentage adjustment to employees' wages.

Upon adoption of this resolution, the County Executive Officer will direct that a 10% reduction be applied to the wages of each employee in the Exempt (EXE) Salary Plan.

RESOLUTION NO. 440-8814

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on _____, 2009, that pursuant to Section 4.C. of Ordinance No. 440, the Assistant County Executive Officer/Human Resources Director is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative the beginning of the pay period following approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Class Title</u>	<u>Salary Plan/Grade</u>
13898	+	County Temporary	EXE 112
13899	+	County Temporary – SR	EXE 112

BE IT FURTHER RESOLVED that pursuant to Section 1(s) of Ordinance No. 440, the Assistant County Executive Office/Human Resources Director is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative the beginning of the pay period following approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Salary Plan/Grade</u>
9400	- 9	1920100000	Laborer – Fair	UPE A10
13898	+ 9	1920100000	County Temporary	EXE 112
13602	- 1	5100156009	Eligibility Technician II	UPE 345
13898	+ 1	5100156009	County Temporary	EXE 112
13603	- 1	5100152501	Eligibility Technician III	UPE 395
13898	+ 1	5100152501	County Temporary	EXE 112
13797	- 1	2500201800	Sheriff 911 Communications Officer II	UPE 480
13898	+ 1	2500201800	County Temporary	EXE 112
13865	- 1	2600204000	Office Assistant II	UPE 190
13898	+ 1	2600204000	County Temporary	EXE 112
13865	- 1	2600205000	Office Assistant II	UPE 190
13898	+ 1	2600205000	County Temporary	EXE 112
13996	- 2	1000150000	Supervisors Legislative Assistant	MC2 109

	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Salary Plan/Grade</u>
1	13898	+ 2	1000150000	County Temporary	EXE 112
2	37601	- 5	2500502100	Bailiff	RSA 124
3	13899	+ 5	2500502100	County Temporary - SR	EXE 112
4	37601	- 2	2500503100	Bailiff	RSA 124
5	13899	+ 2	2500503100	County Temporary - SR	EXE 112
6	37601	- 2	2500504100	Bailiff	RSA 124
7	13899	+ 2	2500504100	County Temporary - SR	EXE 112
8	37602	- 1	2500306200	Deputy Sheriff	RSA 163
9	13899	+ 1	2500306200	County Temporary - SR	EXE 112
10	37604	- 1	2500306200	Deputy Sheriff B	RSA 178
11	13899	+ 1	2500306200	County Temporary - SR	EXE 112
12	52411	- 15	2600103000	Probation Corrections Officer I	RSP 103
13	13899	+15	2600103000	County Temporary - SR	EXE 112
14	52411	- 3	2600104000	Probation Corrections Officer I	RSP 103
15	13899	+ 3	2600104000	County Temporary - SR	EXE 112
16	52411	- 2	2600105000	Probation Corrections Officer I	RSP 103
17	13899	+ 2	2600105000	County Temporary - SR	EXE 112
18	52411	- 2	2600106000	Probation Corrections Officer I	RSP 103
19	13899	+ 2	2600106000	County Temporary - SR	EXE 112
20	52412	- 3	2600102000	Probation Corrections Officer II	RSP 112
21	13899	+ 3	2600102000	County Temporary - SR	EXE 112
22	52412	- 6	2600103000	Probation Corrections Officer II	RSP 112
23	13899	+ 6	2600103000	County Temporary - SR	EXE 112
24	52412	- 1	2600104000	Probation Corrections Officer II	RSP 112
25	13899	+ 1	2600104000	County Temporary - SR	EXE 112
26	52412	- 3	2600106000	Probation Corrections Officer II	RSP 112
27	13899	+ 3	2600106000	County Temporary - SR	EXE 112
28	52412	- 1	2600107000	Probation Corrections Officer II	RSP 112
29	13899	+ 1	2600107000	County Temporary - SR	EXE 112
30	54420	- 1	2600106000	Correctional Cook	UPE 381
31	13898	+ 1	2600106000	County Temporary	EXE 112

	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Salary Plan/Grade</u>
2	54453	- 2	2600103000	Correctional Senior Food Service Worker	UPE 270
3	13898	+ 2	2600103000	County Temporary	EXE 112
4	57726	- 1	4100514666	Social Services Assistant	SEU 112
5	13898	+ 1	4100514666	County Temporary	EXE 112
6	62301	- 2	915201	Clubhouse Attendant	UPE 118
7	13898	+ 2	915201	County Temporary	EXE 112
8	62740	- 1	2600106000	Building Maintenance Mechanic	UPE 409
9	13898	+ 1	2600106000	County Temporary	EXE 112
10	74740	- 1	2600700000	Department Human Resources Coordinator	MCO 208
11	13898	+ 1	2600700000	County Temporary	EXE 112
12	79532	- 4	2600202000	Deputy Probation Officer II	RSP 130
13	13899	+ 4	2600202000	County Temporary – SR	EXE 112
14	79532	- 3	2600203000	Deputy Probation Officer II	RSP 130
15	13899	+ 3	2600203000	County Temporary – SR	EXE 112
16	79532	- 2	2600204000	Deputy Probation Officer II	RSP 130
17	13899	+ 2	2600204000	County Temporary – SR	EXE 112
18	79532	- 2	2600205000	Deputy Probation Officer II	RSP 130
19	13899	+ 2	2600205000	County Temporary – SR	EXE 112
20	79532	- 2	2600207000	Deputy Probation Officer II	RSP 130
21	13899	+ 2	2600207000	County Temporary – SR	EXE 112
22	79533	- 3	2600202000	Senior Probation Officer	RSP 151
23	13899	+ 3	2600202000	County Temporary – SR	EXE 112
24	79533	- 2	2600205000	Senior Probation Officer	RSP 151
25	13899	+ 2	2600205000	County Temporary – SR	EXE 112
26	79534	- 2	2600700000	Supervising Probation Officer	RSP 184
27	13899	+ 2	2600700000	County Temporary – SR	EXE 112
28	79810	- 1	5100122002	Children's Social Service Worker V	SEU 421
29	13898	+ 1	5100122002	County Temporary	EXE 112
30	79808	- 1	5100125028	Children's Social Service Worker III	SEU 364
31	13898	+ 1	5100125028	County Temporary	EXE 112
32	79874	- 1	5100124302	Social Services Worker II	SEU 292

Job Code	+/-	Department ID	Class Title	Salary Plan/Grade
13898	+1	5100124302	County Temporary	EXE 112
85022	-1	931104	Park Attendant – Parks	PKG 112
13898	+1	931104	County Temporary	EXE 112
85045	-1	931104	Departmental Aide – Parks	PKG 104
13898	+1	931104	County Temporary	EXE 112

BE IT FURTHER RESOLVED that pursuant to Section 8.C. of Ordinance No. 440, the Assistant County Executive Officer/Human Resources Director is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative at the beginning of the pay period following the date of approval, as follows:

Job Code	Class Title	From Salary Plan/Grade	To Salary Plan/Grade
73907	Chief of Psychiatry – Per Diem	EXE 334 (\$145.2889 – 145.2889)	EXE 334 (\$130.7600 – 130.7600)
73833	Child Psychiatrist – Per Diem (D)	EXE 333 (\$137.7144 – 137.7144)	EXE 333 (\$123.9430 – 123.9430)
98502	Clinical Lab Assistant – Per Diem	EXE 151 (\$16.8300 – 16.8300)	EXE 151 (\$15.1470 – 15.1470)
98702	Clinical Lab Scientist – Per Diem	EXE 227 (\$35.5240 – 35.5240)	EXE 227 (\$31.9716 – 31.9716)
79712	Clinical Psychologist – Per Diem	EXE 235 (\$34.6902 – 34.6902)	EXE 235 (\$31.2212 – 31.2212)
79741	Clinical Therapist I – Per Diem	EXE 205 (\$31.2528 – 31.2528)	EXE 205 (\$28.1275 – 28.1275)
79743	Clinical Therapist II – Per Diem	EXE 229 (\$35.6889 – 35.6889)	EXE 229 (\$32.1200 – 32.1200)
13898	County Temporary	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
13899	County Temporary - SR	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
13400	Crossing Guard	EXE 140 (\$10.8425 – 11.1363)	EXE 140 (\$9.7583 – 10.0227)

1	Job		From Salary	To Salary
2	<u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
3	73899	Dentist – Per Diem	EXE 247 (\$39.7596 – 39.7596)	EXE 247 (\$35.7836 – 35.7836)
4	98742	Electrocardiograph Technician – Per Diem	EXE 163 (\$20.5734 – 20.5734)	EXE 163 (\$18.5161 – 18.5161)
5	98762	Electroencephalographic Technologist – Per Diem	EXE 178 (\$26.6220 – 26.6220)	EXE 178 (\$23.9598 – 23.9598)
6	98763	Electroencephalographic Technologist, Registered – Per Diem	EXE 184 (\$28.0806 – 28.0806)	EXE 184 (\$25.2725 – 25.2725)
7	74181	Engineering Student Intern	EXE 147 (\$11.2200 – 15.3000)	EXE 147 (\$10.0980 – 13.7700)
8	73926	House Supervisor – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
9	74178	Information Technology Student Intern	EXE 147 (\$11.2200 – 15.3000)	EXE 147 (\$10.0980 – 13.7700)
10	57746	Licensed Psychiatric Technician – Per Diem	EXE 166 (\$21.9573 – 21.9573)	EXE 166 (\$19.7616 – 19.7616)
11	57757	Licensed Vocational Nurse I – Per Diem	EXE 157 (\$18.9924 – 18.9924)	EXE 157 (\$17.0932 – 17.0932)
12	57754	Licensed Vocational Nurse II – Per Diem	EXE 160 (\$20.5964 – 20.5964)	EXE 160 (\$18.5368 – 18.5368)
13	73837	Medical Consultant	EXE 259 (\$72.4200 – 72.4200)	EXE 259 (\$65.1780 – 65.1780)
14	13259	Medical Interpreter/Translator – Per Diem	EXE 180 (\$27.5000 – 27.5000)	EXE 180 (\$24.7500 – 24.7500)
15	79801	Medical Social Worker II – Per Diem	EXE 202 (\$31.6126 – 31.6126)	EXE 202 (\$28.4513 – 28.4513)
16	73987	Nurse Practitioner I – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
17	73988	Nurse Practitioner II – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
18	57784	Nursing Assistant – Per Diem	EXE 145 (\$13.6200 – 13.6200)	EXE 145 (\$12.2580 – 12.2580)
19	73437	Occupational Therapist II – Per Diem	EXE 211 (\$30.6000 – 30.6000)	EXE 211 (\$27.5400 – 27.5400)
20	73612	Pharmacist – Per Diem	DTE 256 (\$57.5712 – 57.5712)	EXE 256 (\$51.8141 – 51.8141)
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1	Job		From Salary	To Salary
2	<u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
3	13413	Pharmacy Technician II – Per Diem	EXE 148 (\$16.4900 – 16.4900)	EXE 148 (\$14.8410 – 14.8410)
4	73447	Physical Therapist II – Per Diem	EXE 211 (\$30.6000 – 30.6000)	EXE 211 (\$27.5400 – 27.5400)
5	73973	Physician Assistant II – Per Diem	EXE 250 (\$40.3920 – 40.3920)	EXE 250 (\$36.3528 – 36.3528)
6	73806	Physician II – Per Diem	EXE 262 (\$84.2287 – 84.2287)	EXE 262 (\$75.8058 – 75.8058)
7	73807	Physician III – Per Diem	EXE 268 (\$88.8581 – 88.8581)	EXE 268 (\$79.9723 – 79.9723)
8	73808	Physician IV – Per Diem	EXE 274 (\$93.7661 – 93.7661)	EXE 274 (\$84.3895 – 84.3895)
9	74179	Professional Nursing Student Intern	EXE 136 (\$9.0168 – 11.1690)	EXE 136 (\$8.1151 – 10.0521)
10	74180	Professional Student Intern	EXE 136 (\$9.0168 – 11.1690)	EXE 136 (\$8.1151 – 10.0521)
11	73822	Psychiatrist I – Per Diem	EXE 312 (\$115.4538 – 115.4538)	EXE 312 (\$103.9084 – 103.9084)
12	73826	Psychiatrist II – Per Diem	EXE 316 (\$121.7899 – 121.7899)	EXE 316 (\$109.6109 – 109.6109)
13	73830	Psychiatrist III – Per Diem	EXE 330 (\$128.4697 – 128.4697)	EXE 330 (\$115.6227 – 115.6227)
14	73811	Public Health Physician I – Per Diem	EXE 258 (\$70.0000 – 70.0000)	EXE 258 (\$63.0000 – 63.0000)
15	73812	Public Health Physician II – Per Diem	EXE 260 (\$75.0000 – 75.0000)	EXE 260 (\$67.5000 – 67.5000)
16	73813	Public Health Physician III – Per Diem	EXE 262 (\$84.2287 – 84.2287)	EXE 262 (\$75.8058 – 75.8058)
17	13814	Public Service Employee A	EXE 106 (\$8.0000 – 10.7712)	EXE 106 (\$8.0000 – 9.6941)
18	13815	Public Service Employee B	EXE 133 (\$8.6802 – 24.8268)	EXE 133 (\$8.0000 – 22.3441)
19	13816	Public Service Employee C	EXE 142 (\$12.4338 – 31.0692)	EXE 142 (\$11.1904 – 27.9623)
20	98732	Radiologic Specialist – Per Diem	DTE 226 (\$38.5068 – 38.5068)	EXE 226 (\$34.6561 – 34.6561)
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1	Job Code	Class Title	From Salary Plan/Grade	To Salary Plan/Grade
2	98722	Radiologic Technologist – Per Diem	DTE 196 (\$34.1621 – 34.1621)	EXE 196 (\$30.7459 – 30.7459)
3	73957	Registered Nurse I – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
4	73990	Registered Nurse II – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
5	73958	Registered Nurse III – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
6	74015	Registered Nurse – Per Diem II – AN-RS	EXE 243 (\$38.0000 – 40.0000)	EXE 243 (\$34.2000 – 36.0000)
7	74016	Registered Nurse – Per Diem III – AN-RS	EXE 248 (\$40.0000 – 42.0000)	EXE 248 (\$36.0000 – 37.8000)
8	74014	Registered Nurse – Per Diem I – RS	EXE 242 (\$38.0000 – 38.0000)	EXE 242 (\$34.2000 – 34.2000)
9	98758	Respiratory Care Practitioner I, Registry Eligible – Per Diem	EXE 175 (\$27.5619 – 27.5619)	EXE 175 (\$24.8057 – 24.8057)
10	98759	Respiratory Care Practitioner II, Registered - Per Diem	EXE 181 (\$29.0729 – 29.0729)	EXE 181 (\$26.1656 – 26.1656)
11	98750	Respiratory Care Technician – Per Diem	EXE 169 (\$22.0323 – 22.0323)	EXE 169 (\$19.8291 – 19.8291)
12	79716	Senior Clinical Psychologist – Per Diem	EXE 241 (\$36.5160 – 36.5160)	EXE 241 (\$32.8644 – 32.8644)
13	13887	Senior Therapist – Per Diem	EXE 247 (\$39.7596 – 39.7596)	EXE 247 (\$35.7836 – 35.7836)
14	98743	Supervising Respiratory Care Practitioner - Per Diem	EXE 208 (\$30.4878 – 30.4878)	EXE 208 (\$27.4390 – 27.4390)
15	79778	Supervising Title V Program Assistant	EXE 139 (\$11.0000 – 11.0000)	EXE 139 (\$9.9000 – 9.9000)
16	13885	TAP Registry Nurse – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
17	13896	Temporary Assistant – Professional Student Intern	EXE 136 (\$9.0168 – 11.1690)	EXE 136 (\$8.1151 – 10.0521)
18	13871	Temporary Assistant	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
19	13895	Temporary Assistant - Executive	DTE 112 (\$8.0000 – 154.2048)	EXE 113 (\$8.0000 – 138.7843)
20	13886	Temporary Assistant – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)

	<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
1				
2	13886	Temporary Assistant – Per Diem–On Call	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
3				
4	13883	Temporary Assistant Exempt	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
5	13884	Temporary Assistant Exempt – Per Diem	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
6				
7	13891	Temporary Assistant Floater - CNF	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
8	13888	Temporary Assistant Floater - LIUNA	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
9	13890	Temporary Assistant Floater - MGT	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
10				
11	13889	Temporary Assistant Floater - SEIU	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
12	13893	Temporary Assistant Floater - Waste	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
13				
14	13892	Temporary Assistant Floater – SEIU-NE	EXE 112 (\$8.0000 – 138.9232)	EXE 112 (\$8.0000 – 125.0309)
15	79777	Title V Program Assistant	EXE 121 (\$9.5000 – 9.5000)	EXE 121 (\$8.5500 – 8.5500)
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28	440 Resolutions\KC			