

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

9/16/11




**FROM:** Human Resources Department

**SUBMITTAL DATE:**  
December 2, 2010

**SUBJECT:** Classification and Compensation recommendations regarding supervisory classification salary issues, and amend Ordinance No. 440 pursuant to Resolution No. 440-8847 submitted herewith.

**RECOMMENDED MOTION:** That the Board approve the recommendations outlined in the attached Resolution No. 440-8847.

**BACKGROUND:** The recently approved 2010 – 2011 Memorandum of Understanding (MOU) with the Service Employees International Union, Local 721 (SEIU), resolved existing supervisory classification bargaining unit (SES) issues relating to salaries. The SEIU MOU also stipulated that the County would conduct studies to resolve future salary issues identified after approval of the MOU. The Human Resources Department (HR) has now completed a follow-up study and identified an additional nine supervisory classifications having relevant salary issues not specifically listed in the MOU.

  
 \_\_\_\_\_  
 Barbara A. Olivier  
 Asst. County Executive Officer/Human Resources Dir.

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$222,674	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$207,553	Budget Adjustment:	No
	Annual Net County Cost:	\$215,855	For Fiscal Year:	2010/11

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

**C.E.O. RECOMMENDATION:** APPROVE

BY:   
 Elizabeth J. Olson  
**County Executive Office Signature**

- Policy
- Consent
- Policy
- Consent

Dept's Recomm.:  
Per Exec. Ofc.:

**Prev. Agn. Ref.:** | **District:** ALL | **Agenda Number:**

**3.39**

**SEIU Supervisory Classification Salary Compaction**

The SEIU MOU defines salary compaction as a supervisory classification's maximum base salary being less than five and one-half percent (5.5%) above the maximum base salary available to the highest paid subordinate classification. In order to resolve compaction, HR recommends following the method outlined in the MOU Article 30, Section C 'Parity Studies.' Depending on the extent of compaction, this method eliminates it either by adding salary steps, at approximately 2.71% each, to the maximum of the supervisory classification's salary plan/grade, and/or increasing the salary plan/grade by a specified percent. In order to comply with Section C, it is recommended that one step advances be retroactive to July 15, 2010, the first day of the pay period following the MOU effective date; and any second step advances be effective December 30, 2010.

The following salary adjustments are recommended:

1. Correctional Food Services Supervisor: From salary plan/grade SEU 371/L11 (\$44,064 - \$57,418) to SEU 371/L13 (\$44,064 - \$60,576). This adjustment adds two salary steps, or approximately 5.5%. It is recommended that the seven incumbents assigned to the top salary step of this classification be granted a one-step advance effective July 15, 2010 and a second step advance effective December 30, 2010. Other incumbents would be eligible for step advances when merit increases resume.
2. Law Office Supervisor II: From salary plan/grade SEU 349/L11 (\$42,694 - \$55,640) to SEU 348/L12 (\$42,694 - \$57,123). This adjustment adds one salary step, or approximately 2.71%. It is recommended that the three incumbents assigned to the top salary step of this classification be granted a one-step advance effective July 15, 2010. Other incumbents would be eligible for step advances when merit increases resume.
3. Supervising Archives & Records Technician I: From salary plan/grade SEU 238/L11 (\$35,132 - \$45,736) to SEU 239/L13 (\$35,132 - \$48,252). This adjustment adds two salary steps, or approximately 5.5%. It is recommended that the four incumbents assigned to the top salary step of this classification be granted a one-step advance effective July 15, 2010 and a second step advance effective December 30, 2010. Other incumbents would be eligible for step advances when merit increases resume.
4. Supervising Archives & Records Technician II: From salary plan/grade SEU 286/L11 (\$38,411 - \$50,060) to SEU 287/L12 (\$38,411 - \$51,417). This adjustment adds one salary step, or approximately 2.71%. It is recommended that the two incumbents assigned to the top salary step of this classification be granted a one-step advance effective July 15, 2010. Other incumbents would be eligible for step advances when merit increases resume.
5. Supervising Deputy Assessor-County Clerk-Recorder: From salary plan/grade SEU 536/L11 (\$54,267 - \$70,761) to SEU 536/L13 (\$54,267 - \$74,653). This adjustment adds two salary steps, or approximately 5.5%. It is recommended that the one incumbent assigned to the top salary step of this classification be granted a one-step advance effective July 15, 2010 and a second step advance effective December 30, 2010. Other incumbents would be eligible for step advances when merit increases resume.
6. Technical Engineering Unit Supervisor: From salary plan/grade DTS 628/L13 (\$62,151 - \$85,506) to SEU 653/L15 (\$65,409 - \$94,912). This adjustment increases the salary approximately 11.0% and adds two salary steps. It is recommended that the five incumbents assigned to the top salary step be granted a one-step advance in the new salary plan/grade effective July 15, 2010 and a second step advance effective December 30, 2010. Other incumbents would be eligible for step advances when merit increases resume.

7. Supervising Respiratory Care Practitioner: From salary plan/grade SEU 403/L11 (\$45,949 - \$59,914) to SEU 403/L13 (\$52,329 - \$71,956). This adjustment increases the salary approximately 20.1% and adds two salary steps. Due to this salary plan revision, current incumbents who are not at top salary step would receive an increase at their current salary step of the new salary plan/grade effective July 15, 2010. It is recommended that the four incumbents assigned to the top step be granted a one-step advance in the new salary plan/grade effective July 15, 2010 and a second step advance effective December 30, 2010. Other incumbents would be eligible for step advances when merit increases resume.

### **Principal Engineering Technician Equivalent Classifications**

The SEIU MOU resolved salary compaction for the Principal Engineering Technician classification by granting it an approximate 7.7% salary range increase and by adding two salary steps to the top of the salary range. As a result, it is currently assigned to salary plan/grade SEU 612/L13 (\$60,841 - \$83,694); higher than two closely associated principal engineering technician classifications that HR identified. These two classifications do not meet the compaction definition stated above, and therefore, do not require MOU-mandated salary adjustments. However, HR recommends that, to maintain internal equity and impart fairness for incumbents, the following salary adjustments be granted:

1. Principal Engineering Technician – PLS/PE: From salary plan/grade DTS 601/L13 (\$59,581 - \$81,953) to salary plan/grade SEU 636/L15 (\$60,866 - \$88,304). This professionally licensed level of the Principal Engineering Technician classification concept is now compensated 2.1% less than the non-licensed Principal Engineering Technician, which is inequitable. This recommended adjustment is a 7.75% increase with two additional steps. This adjustment would restore an approximate 5.5% salary difference to motivate non-licensed Principal Engineering Technicians to become licensed, and also to reward Principal Engineering Technicians – PLS/PE for being professionally licensed. Due to this salary plan revision, the current incumbent who is not at top step would receive an increase at his current salary step of the new salary plan/grade effective July 15, 2010. It is recommended that the two incumbents assigned to the top salary step be granted a one-step advance in the new salary plan/grade effective July 15, 2010 and a second step advance effective December 30, 2010.

Principal Engineering Technician - WRMD: From salary plan/grade DTM 147/L13 (\$60,430 - \$82,982) to WMM 144/L13 (\$60,841 - \$83,694). This classification is equivalent to the Principal Engineering Technician, but allocated to incumbents in the Waste Resources Management District (WRMD) bargaining unit. HR recommends that it be granted a 0.9% parity adjustment to make it equivalent to the Principal Engineering Technician classification that was addressed in the MOU. Due to this salary plan revision, current incumbents would receive an increase at their current salary step on the new salary plan/grade effective July 15, 2010.

### **IMPLEMENTATION**

The cost of implementing these recommendations, including benefits, will be \$171,622 upon initial implementation. The total cost for Fiscal Year 2009/2010, including benefits, will be \$222,674 with a Net County Cost of \$207,553. None of the recommended increases will cause salary compaction that requires any additional actions outside this proposal. The affected departments have sufficient funds for implementation.

RESOLUTION NO. 440-8847

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on \_\_\_\_\_, 2010, 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, with an operative date *retroactive* to July 15, 2010, as follows:

Job Code	Class Title	From Salary Plan/Grade	To Salary Plan/Grade
54422	Correctional Food Services Supervisor	SEU 371/L11 (\$44,064 – 57,418)	SEU 371/L13 (\$44,064 – 60,576)
13941	Law Office Supervisor II	SEU 349/L11 (\$42,694 – 55,640)	SEU 348/L12 (\$42,694 – 57,123)
97438	Principal Engineering Technician – PLS/PE	DTS 601/L13 (\$59,581 – 81,953)	SEU 636/L15 (\$60,866 – 88,304)
80093	Principal Engineering Technician – WRMD	DTM 147/L13 (\$60,430 – 82,982)	WMM 144/L13 (\$60,841 – 83,694)
13524	Supervising Archives & Records Technician I	SEU 238/L11 (\$35,132 – 45,736)	SEU 239/L13 (\$35,132 – 48,252)
13525	Supervising Archives & Records Technician II	SEU 286/L11 (\$38,411 – 50,060)	SEU 287/L12 (\$38,411 – 51,417)
74327	Supervising Deputy Assessor-County Clerk-Recorder	SEU 536/L11 (\$54,267 – 70,761)	SEU 536/L13 (\$54,267 – 74,653)
98754	Supervising Respiratory Care Practitioner	SEU 403/L11 (\$45,949 – 59,914)	SEU 403/L13 (\$52,329 – 71,956)
97435	Technical Engineering Unit Supervisor	DTS 628/L13 (\$62,151 – 85,506)	SEU 653/L15 (\$65,409 – 94,912)