

283
**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Human Resources Department

SUBMITTAL DATE:
 November 23, 2010

SUBJECT: Classification and Compensation recommendation to grant an 11.7% salary parity adjustment to the Registrar of Voters classification and amend Ordinance No. 440 pursuant to Resolution No. 440-8852 submitted herewith.

RECOMMENDED MOTION: That the Board approve the recommendation outlined in the attached Resolution No. 440-8852.

BACKGROUND: Human Resources (HR) conducted a Southern California market salary survey of the Registrar of Voters (ROV) classification. The survey results indicate the need to grant an 11.7% parity salary adjustment to the Registrar of Voters, a single-position At-Will classification. The salary adjustment would be incorporated in the Executive Performance Recognition Plan (EPRP) and granted at the discretion of the County Executive Officer based on incumbent's performance. The ROV has overall County responsibility to plan, organize, and direct the operations of the Office of the Registrar of Voters, and to oversee the conduct of all County Primary, General and Special Elections.

Barbara A. Olivier

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

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|-----------------------|-------------------------------|------|-------------------------|---------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$ 0 | In Current Year Budget: | Yes |
| | Current F.Y. Net County Cost: | \$ 0 | Budget Adjustment: | No |
| | Annual Net County Cost: | \$ 0 | For Fiscal Year: | 2010/11 |

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

C.E.O. RECOMMENDATION:

APPROVE
Bill Luna
 BY: _____
 Bill Luna

County Executive Office Signature

- Policy
- Policy
- Consent
- Consent

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Ashley, seconded by Supervisor Tavaglione and duly carried, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-8852 is adopted as recommended.

Ayes: Tavaglione, Benoit and Ashley
Nays: Buster and Stone
Absent: None
Date: November 30, 2010
xc: HR, ROV, Auditor(2), EO

Kecia Harper-Ihem
 Clerk of the Board
 By: *Kecia Harper-Ihem*
 Deputy

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

3.45

The Riverside ROV position is currently vacant. In order to expeditiously fill this critical position with a highly qualified and suitable incumbent, HR conducted a salary survey to determine the competitiveness of the ROV's salary plan/grade; XMA 163/L22 (\$111,548 - \$195,036/year). This survey utilized the five Southern California counties for salary comparison; Los Angeles, Orange, San Bernardino, San Diego and Ventura. The survey compared base annual salary maximums, not incumbent actual salaries, in accordance with standard HR salary survey practice. The survey indicated a range of \$148,621 to \$232,488 for a maximum salary with a median salary of \$215,552, which is approximately \$20,516 or 10.5% higher than the Riverside ROV salary. The recommended range will ensure a competitive salary package.

PARITY ADJUSTMENT

Registrar of Voters: It is recommended to grant a parity adjustment of approximately 11.7% from salary plan/grade XMA 163/L22 (\$111,548 - \$195,036/year) to XMA 173/L22 (\$124,514 - \$217,814/year). Since there is no incumbent currently assigned to this classification, there is no cost impact at this time.

1 RESOLUTION NO. 440-8852

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3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on November 30, 2010, that pursuant to Section 8.C. of
5 Ordinance No. 440, the Assistant County Executive Officer/Human Resources Director is authorized to
6 amend the Class and Salary Listing of Ordinance No. 440, operative at the beginning of the pay period
7 following the date of approval, as follows:

| 8 <u>Job</u> | | <u>From Salary</u> | <u>To Salary</u> |
|---------------|---------------------|--------------------|-------------------|
| 9 <u>Code</u> | <u>Class Title</u> | <u>Plan/Grade</u> | <u>Plan/Grade</u> |
| 74833 | Registrar of Voters | XMA 163 | XMA 173 |

10
11 ROLL CALL:

12 Ayes: Tavaglione, Benoit and Ashley
13 Nays: Buster and Stone
14 Absent: None

15 The foregoing is certified to be a true copy of a resolution duly
adopted by said Board of Supervisors on the date therein set forth.

16 KECIA HARPER-IHEM, Clerk of said Board

17 By: _____
18 Deputy

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27 /kc
11/18/2010
440 ResolutionsKC