

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



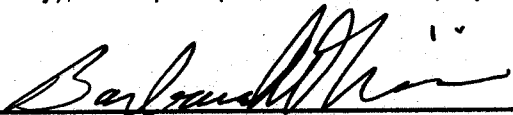
**FROM:** Human Resources Department

**SUBMITTAL DATE:**  
June 7, 2012

**SUBJECT:** Confidential and other Unrepresented Employees Salaries and Benefits Recommendation and Adoption of Resolution No. 2012-137

**RECOMMENDED MOTION:** That the Board of Supervisors adopt Resolution No. 2012-137 for Exempt Management, Management Confidential, and Other Unrepresented Employees, to replace and supersede Resolution No. 2011-278.

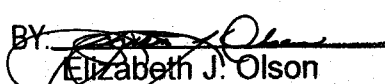
**BACKGROUND:** The Board of Supervisors has now approved new long-term (4 to 5 years) Memoranda of Understanding (MOUs) for all but one of the collective bargaining groups. We are returning this week with proposed salary and benefit proposals for our Confidential and Other Non-Management Unrepresented employees. These employees have assignments very similar to Laborers International Union of North America (LIUNA) and Service Employees International Union (SEIU) employees, but are excluded from union representation. This proposal for compensation and benefit changes is for Group 2 (Board Assistants and Legislative Assistants only), Group 4 (Confidential employees), and Group 5 (Other Unrepresented employees).

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

<b>FINANCIAL DATA</b>	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:	\$ 576,215	For Fiscal Year:	2011/12

<b>SOURCE OF FUNDS:</b> Departmental Budgets.	<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
- Policy
- Consent
- Consent

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley  
 Nays: None  
 Absent: None  
 Date: June 12, 2012  
 xc: HR

Kecia Harper-Ihem  
 Clerk of the Board  
 By:   
 Deputy

**Prev. Agn. Ref.:** 3.16; 11/15/11 | **District:** All | **Agenda Number:** 3.42

**BACKGROUND continued:**

The proposal does not provide any further compensation or benefit changes for Group 1 (Executive Managers), Group 2 (At-will Employees, excluding Supervisor's Board Assistants and Supervisor's Board Legislative Assistants), Group 3 (General Management), Group 6 (Law Enforcement Executive Management), or Group 7 (Unrepresented Attorneys).

Changes for the remaining groups will be further considered with the budget process. The attached Resolution (Attachment A) makes adjustments only for Supervisor's Board Assistants, Supervisor's Board Legislative Assistants, and Groups 4 and 5, and non-management or attorney classifications, nor does it address any management or supervisory compaction or parity issues.

**CONFIDENTIAL AND UNREPRESENTED EMPLOYEES SALARY AND MERIT ADJUSTMENTS**

Since the two largest bargaining units in the County (LIUNA and SEIU) have ratified new Memoranda of Understanding (MOU's) and in order to retain a consistent compensation strategy for both represented and unrepresented employees, Human Resources recommends the following compensation adjustments for non-management and non-attorney employees covered by the Management Resolution.

The changes for Supervisor's Board Assistants, Supervisor's Board Legislative Assistants, and Groups 4 and 5 are as follows:

COLAS and Added Top Steps:

- Effective the first full pay period in July 2013: 2.0% wage increase and one (1) added step at the top of each range (approximately 2.71%).
- Effective the first full pay period in July 2014: 2.0% wage increase and one (1) added step at the top of each range (approximately 2.71%).
- Effective the first full pay period in July 2015: 2.0% wage increase and one (1) added step at the top of each range (approximately 2.71%).

Flexible Benefit Increases:

- Effective the second pay period of November 2012 (pp. 25-12), increase Flex benefit each year by the percentage increase in the Kaiser Family rate for the County, not to exceed a total of \$823.00 per month.  
If approved, the flex benefit stipend would increase from the current \$375.64 to \$398.18 (semi-monthly) in November, 2012.

Merit / Steps:

- Effective the first pay period in July 2014, merit increases will be restored to the customary two (2) steps per year, rather than the one-step increases that become effective in July of 2012

Advanced Grade Recognition:

- Employees hired prior to November 15, 2011 (who previously received EPMC) receive the following payments:

First pay period in July, 2012 – Single payment of one thousand dollars (\$1,000.00).

First pay period in July, 2013 – Single payment of one thousand dollars (\$1,000.00).

Each of the provisions above were benefits previously included for LIUNA, SEIU, or both. Attachment B provides a comparison chart for your review. Human Resources recommends approval of this Resolution.