

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



ITEM
3.31
(ID # 4165)

MEETING DATE:

Tuesday, May 23, 2017


FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES: Classification and Compensation recommendations to approve salary parity adjustment for the Temporary Assistant - Professional Student Intern classification; and amend Ordinance No. 440 pursuant to Resolution No. 440-9056 submitted herewith, All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the salary parity adjustment for the Temporary Assistant - Professional Student Intern classification.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9056 submitted herewith.


ACTION: Policy


Michael Stock, Assistant CEO/ Director of Human Resources 5/3/2017

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9056 is adopted as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None
Date: May 23, 2017
xc: HR

Kecia Harper-Ihem
Clerk of the Board
By 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment: No	
			For Fiscal Year: 16/17	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Human Resources' Educational Support Program (ESP) provides innovative professional development services that are focused on educating employees, building partnerships, and eliminating existing skills and knowledge gaps in today's workforce. In addition, ESP coordinates student internship opportunities to foster future employee growth for the County of Riverside.

The Professional Student Intern classification has been modified to include PhD students as eligible candidates. The Human Resources Department conducted an external market survey to review the salary ranges of comparable professional student intern classifications that include PhD candidates in the local surrounding jurisdictions. The Classification and Compensation Division is requesting to adjust the Professional Student Intern maximum salary range to be more aligned with the local market. The Educational Support Program will be more successful in recruiting PhD students into the Professional Student Intern classification with the adjusted maximum salary rate to \$40,006. The Classification and Compensation Division recommends the proposed salary parity adjustment be approved from salary plan/grade EXE 138 (\$22,880 - \$37,440) to (\$22,880 - \$40,006) in order for the County of Riverside to meet the growing recruitment needs of professional student interns.

Impact on Residents and Businesses

Approval of the salary parity adjustment for the Temporary Assistant - Professional Student Intern will ensure the salary range is aligned with the local market, improving the County of Riverside's ability to recruit prospective interns.

SUPPLEMENTAL:

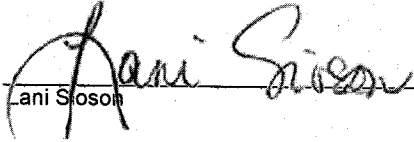
Additional Fiscal Information

N/A

ATTACHMENTS:

- A. Resolution No. 440-9056
- B. Market Analysis

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Lani Sison 5/16/2017

RESOLUTION NO. 440-9056

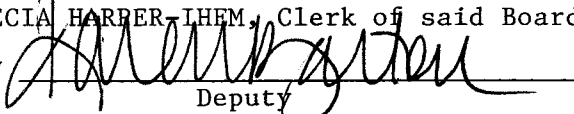
BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on May 23, 2017, that pursuant to Section 8(c) of Ordinance No. 440, the Assistant County Executive Officer/Human Resources Director is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative the beginning of the pay period following approval, as follows:

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
13896	Temporary Assistant - Professional Student Intern	EXE 138 (\$22,880 - \$37,440)	EXE 138 (\$22,880 - \$40,006)

ROLL CALL:

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None

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.

KECIA HARRER-IHEM, Clerk of said Board
By 
Deputy

External Market Survey Data

Insert Class Title: Professional Student Intern

Riv Co Class Code: 13896

Jurisdiction	Title	Min Salary	Max Salary	Spread
Los Angeles County	<i>Student Professional Worker II -Master & PhD</i>	\$39,526	\$39,526	0.00%
Orange County	N/A			
San Bernardino County	<i>Graduate Student Intern - Masters & PhD</i>	\$25,417	\$32,489	27.82%
San Diego County	<i>Student Worker- Graduate/Tech</i>	\$33,883	\$41,163	21.49%
Ventura County	<i>Student Worker III</i>	\$22,932	\$22,932	0.00%
Market Average	County Mean: County Median:	\$30,440 \$29,650	\$34,028 \$36,007	11.79% 21.44%
Riverside County	<i>Temp Assistant- Professional Student Intern</i>	\$22,880	\$37,440	63.64%
	Dollar Difference from Mean:	-\$7,560	\$3,412	
	Percentage difference from mean:	-24.83%	10.03%	
	Dollar difference from median:	-\$6,770	\$1,433	
	Percentage difference from median:	-22.83%	3.98%	
	6.855% increase	\$22,880.00	\$40,006.51	74.85%
	Percentage difference form average:	-24.83%	17.57%	
				Hrly. Amount
				\$19.23

Notes: * Orange County does individual job descriptions for each available internship opportunity with specific departments (their internship opportunities are unpaid). County of Ventura has a student internship program for college juniors, seniors or graduate students, however, all positions are unpaid, however, Ventura has a student worker III classification that is utilized for college students for limited-term service.

Run Date:

Date Prepared/Revised:

By: