

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



ITEM: 3.20  
(ID # 14875)

**MEETING DATE:**  
Tuesday, April 27, 2021

**FROM:** HUMAN RESOURCES:

**SUBJECT:** HUMAN RESOURCES: Introduction of Ordinance 440-1765, an Ordinance that amends the current County of Riverside Ordinance No. 440 Relating to Salaries, All Districts. [Total Cost - \$13,500; Fund 40050 RUHS 100%]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the introduction of Ordinance 440-1765 and amendments, with adoption of the Ordinance on the following agenda.

**ACTION:** Policy

  
Brenda Diederichs, Assistant CEO / Human Resources Director 4/14/2021

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Perez, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended, and that Ordinance is approved as introduced with a waiver of reading.

Ayes: Jeffries, Spiegel, Washington, Perez, and Hewitt  
Nays: None  
Absent: None  
Date: April 27, 2021  
xc: HR

Kecia R. Harper  
Clerk of the Board

By:   
Deputy

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| <b>FINANCIAL DATA</b>                        | <b>Current Fiscal Year:</b> | <b>Next Fiscal Year:</b> | <b>Total Cost:</b>        | <b>Ongoing Cost</b> |
|--|-----------------------------|--------------------------|---------------------------|---------------------|
| <b>COST</b>                                  | \$ 2,700                    | \$ 10,800                | \$ 13,500                 | \$ 10,800           |
| <b>NET COUNTY COST</b>                       | \$ 0                        | \$ 0                     | \$ 0                      | \$ 0                |
| <b>SOURCE OF FUNDS: Fund 40050 RUHS 100%</b> |                             |                          | <b>Budget Adjustment:</b> |                     |
|  |                             |                          | <b>For Fiscal Year:</b>   | 20/21               |

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

Riverside County Salary Ordinance No. 440 (hereinafter, "Salary Ordinance"), was last amended by Minute Order 3.21 on March 12, 2019. The Salary Ordinance establishes terms and conditions of employment for job classes that are temporary or limited term in nature including temporary, and unrepresented Per Diem employees.

Human Resources is seeking to amend the Salary Ordinance to address three issues: (1) transition from salary steps to broad band ranges; (2) modifications to the Flexible Benefit Program for employees in Resident classifications and the Physician Assistant Fellowship; and (3) increase the potential Difficult to Recruit (DTR) differential up to twenty percent (20%).

In addition, other non-substantive language cleanup is incorporated throughout.

**Transition from Salary Steps to Broad Band Ranges**

The County has transitioned both represented and non-represented classifications from being on salary steps to broad band ranges. Job classifications identified on the Class and Salary listing no longer reference salary steps, which were previously valued at approximately 2.71%. Each job classification has an associated salary plan and grade which includes the minimum and maximum salary where an incumbent's hourly rate can be assigned within their classification's respective salary plan and grade. As such, the Salary Ordinance has been revised to remove references to salary steps.

**Modification to the Flexible Benefit Program for Resident Physicians and Surgeons, Pharmacist Residents, and Physician Assistant Fellowship**

Riverside University Health System-Medical Center (RUHS-MC) is a sponsoring institution for new residency training programs. As part of the Resident Physician Employment Agreement, the Accreditation Council for Graduate Medical Education (ACGME) requires institutions, such as RUHS, that sponsor Residency Programs to provide adequate and affordable health insurance to participants and their families. The County does this by offering these Residents a Flexible Benefit Credit that is equivalent to that given to Exempt Management, Management, Confidential, or other Unrepresented employees, which is currently valued at \$823.00 per month.

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Recently, all represented and unrepresented employee groups transitioned to CalPERS medical plans including the Resident Physicians and Surgeons, Pharmacist Residents, and Physician Assistant Fellowship incumbents. When the other employee groups recently transitioned to CalPERS medical, the ability for employees to receive cash back if any monies remained from the Flexible Benefit Contribution was eliminated. In addition, other employee groups received medical subsidies for employees who elect two-party (\$25/monthly) or family coverage (\$100/monthly) to offset the cost of healthcare premiums. As such, it is being recommended to eliminate cash back and offer medical subsidies to the Resident Physicians and Surgeons, Pharmacist Residents, and Physician Assistant Fellowship incumbents commencing with the April 2021 plan month.

**Increase Difficult to Recruit (DTR) Differential up to 20%**

A DTR designation is needed when a department has extreme difficulty recruiting and retaining qualified individuals in a classification or position. A variety of factors can contribute to the difficulty in recruiting and retaining incumbents including the location of the position, risk factors associated with performing the job, or the type of work being performed.

Currently, the Salary Ordinance contains a provision that allows positions or classifications that are designated as DTR to be eligible for a differential of up to eleven percent (11%) when warranted. This differential only applies to actual hours worked, up to eighty hours in a pay period. The DTR eligibility is determined by the Human Resources Department and warrants that the requesting department submit supporting documentation (e.g., turnover reports, recruitment data, etc.) that illustrates how difficult it is to recruit for the job classification. Upon review of the data, the Human Resources Director can approve or deny requests to grant the DTR differential, and the differential can be removed at any time once the recruitment difficulty no longer exists.

In recent years, Human Resources has found that the current DTR percentage has limited the County's ability to be competitive in retaining employees in difficult to recruit job classifications. This is especially prevalent for positions that are difficult to recruit in rural areas of the County. As such, Human Resources is requesting to increase the DTR percentage by nine percent (9%) to allow the DTR differential to be up to a total of twenty percent (20%). This is to be used as an incentive tool only when needed and would still require County departments to submit all the necessary supporting documentation for Human Resources Department review and approval.

**Impact on Residents and Businesses**

There is no direct impact on residents or businesses in the County of Riverside.

**Other Financial Information**

The cost associated with implementing medical subsidies for Resident Physicians and Surgeons, Pharmacist Residents, and Physician Assistant Fellowship incumbents totals

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\$10,800 annually. The subsidy affects 12 employees based on current elections: 4 employees who select 2-party coverage ( $\$25 \times 4 = \$100/\text{month}$  or  $\$1,200/\text{annually}$ ), and 8 employees who elect family coverage ( $\$100 \times 8 = \$800/\text{month}$  or  $\$9,600$  annually).

With an effective date of April 2021, the total additional cost in FY20/21 will be \$2,700, and FY20/21 will incur a full year of cost at \$10,800. There will be no effect on Net County Cost (NCC) as a result of these cost increases.

**ATTACHMENTS:**

**ATTACHMENT A.** Salary Ordinance 440-1765 – Final

**ATTACHMENT B.** Salary Ordinance 440-1765 – Track Changes

  
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Gregory V. Priamos, Director County Counsel 4/14/2021