

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



ITEM: 3.20
(ID # 18056)

MEETING DATE:
Tuesday, January 11, 2022


FROM : HUMAN RESOURCES AND SHERIFF-CORONER-PA :

SUBJECT: HUMAN RESOURCES & SHERIFF-CORONER-PA: Classification & Compensation recommendation to adjust the salaries of the Crime Analyst, Senior Crime Analyst, and Crime Analyst Supervisor classifications; and amend Ordinance No. 440 pursuant to Resolution No. 440-9237 submitted herewith, All Districts. [Total Cost - \$97,492, 100% NCC]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve salary range adjustments for the Crime Analyst, Senior Crime Analyst, and Crime Analyst Supervisor classifications.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9237.

ACTION:Policy

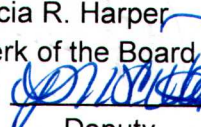

Brenda Diederichs, Assistant CEO / Human Resources Director 12/27/2021


Dennis Vrooman, Assistant Sheriff 12/29/2021

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Spiegel and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9237 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: January 11, 2022
xc: HR, Sheriff-Coroner-PA

Kecia R. Harper
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$24,452	\$73,040	\$97,492	\$0
NET COUNTY COST	\$24,452	\$73,040	\$97,492	\$0
SOURCE OF FUNDS: 100% NCC - Sheriff Dept. Budget			Budget Adjustment: No	
			For Fiscal Year: 21/22	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The mission of the Sheriff's Department is to work in partnership with the community to suppress and prevent crime, uphold the United States and California constitutions, and to enforce all federal and state laws. The Department's Crime Analysis Unit (CAU) is responsible for assisting law enforcement in the analysis of suspected or documented criminal activity. The CAU is currently comprised of 16 Crime Analysts, 1 Senior Crime Analyst, and 1 Crime Analyst Supervisor. These employees utilize complex crime analysis software to perform critical duties in crime research, analytical studies, and the development of reports, graphs, and charts related to crime data.

A Classification Study Request (CSR) was submitted by CAU leadership to request a market study of the Crime Analyst and Senior Crime Analyst classifications after staff expressed concerns with their salaries and benefits compared to our competitors. In addition to the concerns of current staff, recent trends in employee retention have produced sustained operational difficulties for the CAU. Since 2019, 4 Crime Analysts have separated from the County to pursue higher paying opportunities elsewhere. The resulting loss of expertise, institutional knowledge, and training investments have negatively impacted the CAU. Further employee losses will result in a potentially dire situation that will hinder the CAU's ability to function optimally.

Results of the market study performed by the Classification & Compensation Unit showed that the Crime Analyst classification is below market by approximately 15.6% at the minimum and 7.1% at the maximum. The Senior Crime Analyst is below market by approximately 18.5% at the minimum and 6% at the maximum. Therefore, it is recommended that the salary ranges of the Crime Analyst classification series be adjusted so that the Sheriff's Department is able to compete in recruiting and retaining qualified employees.

Salary Adjustments:

Crime Analyst: from salary plan/grade SEU 298 (\$55,426 - \$82,039) to salary plan/grade SEU 401 (\$65,674 - \$88,350). This recommendation is based on the external market findings and would result in a minimum salary increase of approximately 18.5% and a maximum salary increase of approximately 7.7%.

Senior Crime Analyst: from salary plan/grade SEU 348 (\$60,026 - \$88,861) to salary

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plan/grade SEU 462 (\$73,663 - \$94,526). This recommendation is based on the external market findings and would result in a minimum salary increase of approximately 22.7% and a maximum salary increase of approximately 6.4%.

Crime Analyst Supervisor: from salary plan/grade SEUS 441 (\$67,449 - \$99,873) to salary plan/grade SEUS 518 (\$77,714 - \$104,924). This recommendation is based on preventing salary compression and preserving the promotional incentive for supervisors. This action would result in a minimum salary increase of approximately 15.2% and a maximum salary increase of approximately 5.1%.

Additional Fiscal Information

The \$24,452 cost reflected in the current fiscal year column illustrates the immediate cost of advancing two Crime Analyst incumbents to the new classification minimum, including benefits. No other incumbents will receive an immediate salary adjustment as a result of these recommendations. The costs for this fiscal year will be absorbed within the approved Sheriff Department budget. The \$73,040 reflected in the next fiscal year column estimates the cost of additional anniversary increases that incumbents will receive after implementation of the requested range increases. Ongoing costs are subject to change as the Department gains or loses incumbents, and as the incumbents reach the max rates.

Impact on Residents and Businesses

No impact on residents and businesses

Attachments:

- Attachment A. Resolution No. 440-9237
- Attachment B. Crime Analyst Market Survey
- Attachment C. Senior Crime Analyst Market Survey


Meghan Hahn, Senior Management Analyst 12/30/2021

External Market Survey Data

Crime Analyst

Riv Co Class Code: 77459

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread
Los Angeles County	<u>Crime Analyst, Sheriff</u>	0939	\$66,237	\$89,263	34.76%
Orange County	<i>No Comparable Classification</i>				
San Bernardino County	<u>Crime Analyst</u>	03122	\$59,592	\$81,910	37.45%
San Diego County	<u>Crime & Intelligence Analyst</u>	002575	\$68,640	\$91,790	33.73%
Ventura County	<u>Crime Analyst II</u>	01690	\$68,226	\$90,435	32.55%
	County Mean:		\$65,673.87	\$88,349.62	34.53%
	County Median:		\$67,232	\$89,849	33.64%
Riverside County	<u>Crime Analyst</u>	77459	\$55,426	\$82,039	48.01%
	Dollar difference from Mean:		-\$10,247	-\$6,311	
	Percentage difference from mean:		-15.60%	-7.14%	
	Dollar difference from median:		-\$11,805	-\$7,811	
	Percentage difference from median:		-17.56%	-8.69%	

Notes: LA: Incumbents may supervise staff. Bachelor's degree is required.

SB: Crime and Intelligence Analysis Certificate is required.

SD: Bachelor's degree or certificate is required.

Run Date: 6/7/2021

Date Prepared/Revised: 10/26/2021

By: Mwinston

External Market Survey Data

Senior Crime Analyst

Riv Co Class Code: 77460

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread
Los Angeles County	No Comparable Classification				
Orange County	No Comparable Classification				
San Bernardino County	Senior Crime Analyst	03124	\$62,525	\$85,966	37.49%
San Diego County	Senior Crime & Intelligence Analyst	002576	\$84,802	\$103,085	21.56%
Ventura County	No Comparable Classification				
	County Mean:		\$73,663.20	\$94,525.60	28.32%
	County Median:		\$73,663	\$94,526	28.32%
Riverside County	Senior Crime Analyst	77460	\$60,026	\$88,861	48.04%
	Dollar difference from Mean:		-\$13,638	-\$5,664	
	Percentage difference from mean:		-18.51%	-5.99%	
	Dollar difference from median:		-\$13,638	-\$5,664	
	Percentage difference from median:		-18.51%	-5.99%	

Notes: SD: this class is described as expert level and may act as first line supervisor. Reports to a Manager.

Run Date: 6/7/2021

Date Prepared/Revised: 10/26/2021

By: Mwinston

RESOLUTION NO. 440-9237

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on January 11, 2022, 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 at the beginning of the pay period following the date of approval, as follows:

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
77459	Crime Analyst	SEU 298	SEU 401
13471	Crime Analyst Supervisor	SEUS 441	SEUS 518
77460	Senior Crime Analyst	SEU 348	SEU 462

ROLL CALL:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
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 R. Harper, Clerk of said Board

By  Deputy

/kc
12/23/2021
440 Resolutions\KC

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