

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



ITEM: 3.19  
(ID # 19640)

**MEETING DATE:**

Tuesday, August 02, 2022

**FROM :** HUMAN RESOURCES AND DEPARTMENT OF ENVIRONMENTAL HEALTH :

**SUBJECT:** HUMAN RESOURCES AND DEPARTMENT OF ENVIRONMENTAL HEALTH:  
Classification and Compensation recommendation to adjust the salary of the Environmental Health Technician series; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9276, All Districts. [Total Cost – \$41,812, Ongoing Cost – \$22,186, 100% Department Funds & Fees]

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

1. Approve the recommendation to adjust the base salary of the Environmental Health Technician series;
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9276.

**ACTION:**Policy

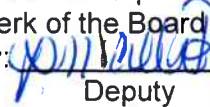
  
Michael Bowers, Assistant HR Director 7/22/2022

---

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Washington, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9276 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: August 2, 2022  
xc: HR, Environmental Health

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

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

<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>	\$19,626	\$ 22,186	\$ 41,812	\$ 22,186
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Department Funds & Fees			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 22/23	

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

**BACKGROUND:**

**Summary**

The Department of Environmental Health (Department) works to enhance the quality of life in Riverside County by implementing effective and efficient environmental health programs to protect the public health, safety, and the environment. The Department employs more than 185 employees spanning multiple divisions including the Vector Control Program. The mission of the Vector Control Program is to foster a healthy community by protecting the residents of Riverside County from animals and insects that transmit pathogens that cause illnesses. Vector Control personnel also respond to complaints throughout the unincorporated areas of the County and in cities with contracts to provide identification, consultation, and abatement services. There are increasing demands for the services the Vector Control Program has to offer due to the population growth in the County.

The Department requested the Classification and Compensation Unit to conduct a market review of the Environmental Health Technician (EHT) series, citing difficulties in attracting applicants and retaining staff as there is a great deal of outside competition from other counties and special districts. Additionally, staff are also looking to other classifications within the County that perform comparable work but are more highly compensated than the EHTs. While the Department is aware of the minimum base salary increases on July 14, 2022, there are also concerns regarding the maximum base salary as other jurisdictions compensate much more while their staff perform the same scope of work as the County's EHTs. As such, the Department has requested a review of the salary ranges for the EHT series to ensure they are within market.

An external market survey was conducted on the surrounding five counties – Los Angeles, Orange, San Bernardino, San Diego, and Ventura (**Attachment 2**). The minimum and maximum base salaries for the EHT series in the County were found to be lower than those of comparable positions in all the counties studied. Market data yielded that both the EHT I and EHT II are severely below the minimum market mean by approximately 28%, and below the maximum market mean by approximately 10% and 18% respectively. Therefore, despite the recent minimum market adjustment, the Department will need to further adjust the minimum and maximum salary range of these classifications to market to remain competitive with other

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

jurisdictions. Based on the findings, it is recommended that classifications in the EHT series receive a salary adjustment to bring the base salary range up to the current market average.

The Department has also indicated that in addition to adjusting the base salary, it would also like to grant all existing incumbents an immediate 4% increase, except for those incumbents who would require more than a 4% increase to advance to the new minimum, to ensure they are positioned to retain existing staff. It is requested that all employees retain their current anniversary dates.

**Salary Adjustment:**

**Environmental Health Technician I:** It is recommended to adjust the salary plan/grade from LIU 321 (\$40,567 - \$58,865) to salary plan/grade LIU 506 (\$51,347 - \$65,126).

**Environmental Health Technician II:** It is recommended to adjust the salary plan/grade from LIU 361 (\$42,767 - \$62,093) to salary plan/grade LIU 548 (\$54,344 - \$75,917).

**Impact on Residents and Businesses**

This request does not have a direct impact on residents and businesses. However, in adjusting the salary range for the EHT series, the Department will be better positioned to provide a competitive salary range for the series. As a result, the Department should be better equipped to continue to attract and retain staff in these critical positions. This will enable the Department of Environmental Health to continue offering critical services for the County of Riverside and its residents.

**Additional Fiscal Information**

The current fiscal year cost to adjust the salary of the Environmental Health Technician series is \$19,626 including benefits and related employer costs. The Department has stated the additional cost will be absorbed through the Department's budget, and does not require a budget adjustment.

**Attachments:**

1. Resolution No. 440-9276
2. Environmental Health Technician Series Market Data

  
Meghan Hahn, Senior Management Analyst 7/22/2022

RESOLUTION NO. 440-9276

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on August 2, 2022, that pursuant to Section 8(c) of Ordinance No. 440, the Director of Human Resources 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>
98572	Environmental Health Technician I	LIU 321	LIU 506
98573	Environmental Health Technician II	LIU 361	LIU 548

## ROLL CALL:

Ayes: Spiegel, Jeffries, Washington, Perez and Hewitt

Nays: None

Absent: None

Abstained: 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  
07/18/2022  
440 Resolutions\KC

08.02.2022 3.19

## External Market Survey Data

## Environmental Health Technician I

LIUNA

Riv Co Class Code: 98572

## Market Research Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	Outlier	PayScale
Los Angeles County	<a href="#">Assistant Vector Control Specialist</a>	A/C/S	\$65,312			\$32,656.00	\$15.70	
Orange County	<a href="#">Vector Control Inspector I</a>	A-36	\$48,298	\$70,574	46.12%	\$59,436.00	\$28.58	
San Bernardino County	<a href="#">Vector Control Technician I</a>	22021	\$43,389	\$59,634	37.44%	\$51,511.20	\$24.77	
San Diego County	<a href="#">Environmental Health Specialist Trainee</a>	4705	\$53,789	\$66,144	22.97%	\$59,966.40	\$28.83	
Ventura County	<a href="#">Resource Mgmt AGN Technician I-Environmental Health</a>	1102	\$45,949	\$64,153	39.62%	\$55,051.01	\$26.47	
Riverside County	County Mean:		\$51,347	\$65,126	26.84%			
	County Median:		\$48,298	\$64,153	32.83%			
	<a href="#">Environmental Health Technician I</a>	98572	\$36,977	\$58,865	59.19%	47920.805		
						0		
		Dollar difference from Mean:	- \$14,370	- \$6,262				
		Percentage difference from mean:	-27.99%	-9.61%				
		Dollar difference from median:	- \$11,321	- \$5,289				
		Percentage difference from median:	-23.44%	-8.24%				

Notes: LA County Vector Control District - pay ranges for entry to journey - so min is attributed to entry and max attributed to journey  
Vector control in OC is assigned to special district for countywide oversight.

SD Specialist may be assigned to different options - Food and Housing, Health and Safety, and Education and Training.

SD Specialist may be assigned to different options - Food and Housing, HazMat, Land and Water Quality, Community Health, Vector Control

Run Date: 5/16/2022

Date Prepared/Revised: **MP**

# External Market Survey Data

## Environmental Health Technician II

LUNA

Riv Co Class Code: 98573

### Market Research Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	Outlier	PayScale
Los Angeles County	<a href="#">Vector Control Specialist</a>	VCS		\$83,408		\$41,704.00	\$20.05	
Orange County	<a href="#">Vector Control Inspector II</a>	A-50	\$59,966	\$87,693	46.24%	\$73,829.60	\$35.50	
San Bernardino County	<a href="#">Vector Control Technician II</a>	22022	\$46,675	\$64,189	37.52%	\$55,432.00	\$26.65	
San Diego County	<a href="#">Environmental Health Specialist I</a>	4721	\$61,506	\$75,546	22.83%	\$68,525.60	\$32.95	
Ventura County	<a href="#">Resource Mgmt AGN Technician II-Environmental Health</a>	1103	\$49,231	\$68,750	39.65%	\$58,990.08	\$28.36	

County Mean:  
County Median:

\$54,344  
\$49,231

39.70%  
53.45%

## Riverside County

[Environmental Health Technician II](#)

98573 \$38,981 \$62,093

59.29% 50537 345  
0  
0

Dollar difference from Mean: **-\$16,363**  
Percentage difference from mean: **-28.27%**  
Dollar difference from median: **-\$10,249**  
Percentage difference from median: **-20.82%**

**-\$13,824**  
**-18.21%**  
**-\$13,452**  
**-17.81%**

Notes: LA County Vector Control District - pay ranges for entry to journey - so min is attributed to entry and max attributed to journey.

Vector control in OC is assigned to special district for countywide oversight.

SD Specialist may be assigned to different options - Food and Housing, HazMat, Land and Water Quality, Community Health, Vector Control

Run Date: 5/16/2022

Date Prepared/Revised: MP