

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



ITEM: 3.20  
(ID # 20850)

**MEETING DATE:**

Tuesday, January 10, 2023

**FROM :** HUMAN RESOURCES:

**SUBJECT:** HUMAN RESOURCES: Classification & Compensation Recommendation to adjust the salaries pertaining to various Service Employees International Union (SEIU) classifications pursuant to the established Parity Pool and amend Ordinance No. 440 pursuant to Resolution No. 440-9328 submitted herewith, All Districts. [Total cost for the SEIU contract for the remaining length of the contract \$1,009,153 (\$1,000,000 previously approved), with an ongoing cost of \$407,862, 100% Department Budgets]

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

1. Approve the recommendation to adjust the salaries of the various SEIU classifications.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9328.

**ACTION:**Policy

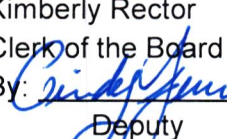
  
Michael Bowers, Assistant HR Director 12/28/2022

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9328 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: January 10, 2023  
xc: H.R.

Kimberly Rector  
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>	\$235,206	\$407,863	\$1,009,153	\$407,863
<b>NET COUNTY COST</b>	\$0	0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 100% Department Budgets			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: 22/23</b>	

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

**BACKGROUND:**

**Summary**

In accordance with the 2020 - 2024 Memorandum of Understanding between the County of Riverside and Service Employees International Union, Local 721 (SEIU), specifically Article 30 Section 1, the parties agreed to a one-time, one-million-dollar (\$1,000,000) parity pool for the purpose of making market adjustments to the salary range of selected classifications. This item was previously approved by the Board of Supervisors on January 28, 2020 item 3.54.

The parties have since met and conferred and reached a Tentative Agreement (Attachment A) which identify the classes the parity pool money will be applied to, subject to Board approval. Accordingly, the Human Resources Classification and Compensation Unit presents the following adjustments, recommended to ensure our pay is competitive in the local market.

**Salary Adjustments:**

Administrative Service Assistant: It is recommended to adjust the salary plan/grade ESEU 167 (\$45,468 - \$59,845) to salary plan/grade ESEU 167 (\$45,469 - \$60,415).

Administrative Service Analyst II: It is recommended to adjust the salary plan/grade SEU 273 (\$61,896 - \$78,954) to salary plan/grade SEU 274 (\$61,912 - \$81,902).

Senior Administrative Service Analyst: It is recommended to adjust the salary plan/grade SEU 346 (\$66,400 - \$84,668) to salary plan/grade SEU 347 (\$66,400 - \$85,667).

Agricultural & Standards Investigator I: It is recommended to adjust the salary plan/grade ESEU 211 (\$52,954 - \$55,250) to salary plan/grade ESEU 221 (\$52,954 - \$63,921).

Agricultural & Standards Investigator II: It is recommended to adjust the salary plan/grade SEU 216 (\$58,874 - \$61,430) to salary plan/grade SEU 216 (\$58,875 - \$76,482).

Agricultural & Standards Investigator III: It is recommended to adjust the salary plan/grade SEU 331 (\$65,355 - \$68,290) to salary plan/grade SEU 331 (\$65,355 - \$84,358).

Agricultural & Standards Investigator IV: It is recommended to adjust the salary plan/grade SEU

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

448 (\$72,666 - \$75,927) to salary plan/grade SEU 448 (\$72,667 - \$89,566).

Supervising Behavioral Health Specialist: It is recommended to adjust the salary plan/grade SEUS 484 (\$64,730 - \$81,341) to salary plan/grade SEUS 484 (\$64,730 - \$82,233).

Business Process Analyst II: It is recommended to adjust the salary plan/grade SEU 535 (\$77,957 - \$100,540) to salary plan/grade SEU 581 (\$82,377 - \$108,753).

Business Process Analyst III: It is recommended to adjust the salary plan/grade SEU 646 (\$90,457 - \$119,027) to salary plan/grade SEU 664 (\$95,994 - \$131,025).

Contracts and Grants Analyst: It is recommended to adjust the salary plan/grade SEU 558 (\$79,495 - \$95,046) to salary plan/grade SEU 582 (\$82,695 - \$108,460).

Fire Safety Supervisor: It is recommended to adjust the salary plan/grade SEUS 840 (\$93,203 - \$115,815) to salary plan/grade SEUS 853 (\$96,012 - \$127,498).

Health Education Assistant I: It is recommended to adjust the salary plan/grade ESEU 141 (\$42,098 - \$51,593) to salary plan/grade ESEU 152 (\$44,024 - \$59,602).

Health Education Assistant II: It is recommended to adjust the salary plan/grade SEU 147 (\$48,254 - \$59,165) to salary plan/grade SEU 148 (\$48,255 - \$62,183).

Media Production Specialist: It is recommended to adjust the salary plan/grade SEU 301 (\$63,836 - \$68,290) to salary plan/grade SEU 313 (\$64,576 - \$86,396).

Nutritionist: It is recommended to adjust the salary plan/grade SEU 301 (\$55,224 - \$74,554) to salary plan/grade SEU 203 (\$57,575 - \$78,104).

Real Property Agent III: It is recommended to adjust the salary plan/grade SEU 298 (\$63,586 - \$86,669) to salary plan/grade SEU 338 (\$65,866 - \$87,108).

Senior Real Property Agent: It is recommended to adjust the salary plan/grade SEU 456 (\$72,941 - \$95,341) to salary plan/grade SEU 472 (\$74,446 - \$95,698).

Principal Real Property Agent: It is recommended to adjust the salary plan/grade SEUS 869 (\$99,732 - \$124,334) to salary plan/grade SEUS 869 (\$99,732 - \$133,378).

Recreation Therapist: It is recommended to adjust the salary plan/grade SEU 228 (\$59,381 - \$70,846) to salary plan/grade SEU 267 (\$61,409 - \$79,162).

Supervising Research Specialist: It is recommended to adjust the salary plan/grade SEUS 717 (\$81,181 - \$104,886) to salary plan/grade SEUS 720 (\$81,543 - \$110,591).

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

Supervising Sheriff Court Services Assistant: It is recommended to adjust the salary plan/grade SEUS 139 (\$43,064 - \$64,264) to salary plan/grade SEUS 279 (\$50,502 - \$69,931).

**Additional Financial Information**

The total cost of represents the impact of the proposed changes above for the remaining length of the contract. It is projected that incumbent progression through these expanded ranges will result in a total cost of \$1,009,153 by the end of the union contract.

A 4% increase will be given to incumbents who were at top of scale of the proposed ranges, assuming the range can accommodate the increase, are part of the Tentative Agreement between the parties.

**Impact on Residents and Businesses**

Approval of this recommendation will have no direct impact to residents or businesses.

**Attachments:**

Attachment B - Resolution No. 440-9328

  
Meghan Hahn, Principal Management Analyst

12/28/2022

  
Michael Bowers, Assistant HR Director

12/28/2022



RESOLUTION NO. 440-9328

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on January 10, 2023, 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>
74106	Administrative Services Analyst II	SEU 273	SEU 274
74114	Administrative Services Assistant	ESEU 167 (\$45,468 - \$59,845)	ESEU 167 (\$45,468 - \$60,415)
78705	Agricultural & Standards Investigator I	ESEU 211 (\$52,954 - \$55,250)	ESEU 211 (\$52,954 - \$63,921)
78706	Agricultural & Standards Investigator II	SEU 216 (\$58,875 - \$61,431)	SEU 216 (\$58,875 - \$76,482)
78707	Agricultural & Standards Investigator III	SEU 331 (\$65,355 - \$68,290)	SEU 331 (\$65,355 - \$84,358)
78708	Agricultural & Standards Investigator IV	SEU 448 (\$72,667 - \$75,927)	SEU 448 (\$72,667 - \$89,566)
86111	Business Process Analyst II	SEU 535	SEU 581
85197	Business Process Analyst III	SEU 646	SEU 664
74293	Contracts and Grants Analyst	SEU 558	SEU 582
37876	Fire Safety Supervisor	SEUS 840	SEUS 853
73457	Health Education Assistant I	ESEU 141	ESEU 152
73458	Health Education Assistant II	SEU 147	SEU 148
92752	Media Production Specialist	SEU 301	SEU 313
78345	Nutritionist	SEU 185	SEU 203
74922	Principal Real Property Agent	SEUS 869 (\$99,732 - \$124,334)	SEUS 869 (\$99,732 - \$133,378)

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
74917	Real Property Agent III	SEU 298	SEU 338
73461	Recreation Therapist	SEU 228	SEU 267
77623	Senior Administrative Services Analyst	SEU 346	SEU 347
74921	Senior Real Property Agent	SEU 456	SEU 472
79753	Supervising Behavioral Health Specialist	SEUS 484 (\$64,730 - \$81,342)	SEUS 484 (\$64,730 - \$82,233)
73834	Supervising Research Specialist	SEUS 717	SEUS 720
13813	Supervising Sheriff Court Services Assistant	SEUS 139	SEUS 279

ROLL CALL:

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez  
 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.

KIMBERLY RECTOR, Clerk of said Board

By:   
 Deputy

01.10.2023 3.20

MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

3.20



**3.16**  
(MT 20744)

On motion of Supervisor Washington, seconded by Supervisor Spiegel and duly carried, IT WAS ORDERED that the recommendation from Human Resources to adjust the salaries pertaining to various Service Employees International Union (SEIU) classifications and amend Ordinance No. 440 pursuant to Resolution No. 440-9328 submitted herewith, All Districts., is continued to Tuesday, January 10, 2023, at 9:30 a.m. or as soon as possible thereafter.

Roll Call:

Ayes: Jeffries, Spiegel, Washington, and Hewitt  
Nays: None  
Absent: Perez

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on December 13, 2022, of Supervisors Minutes.

(seal)

WITNESS my hand and the seal of the Board of Supervisors  
Dated: December 13, 2022  
Kecia R. Harper, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

By:

*Cindy J. [Signature]*

Deputy

AGENDA NO.  
**3.16**

xc: HR, COB

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



ITEM: 3.16  
(ID # 20744)

**MEETING DATE:**  
Tuesday, December 13, 2022

**FROM :** HUMAN RESOURCES:

**SUBJECT:** HUMAN RESOURCES: Classification & Compensation Recommendation to adjust the salaries pertaining to various Service Employees International Union (SEIU) classifications and amend Ordinance No. 440 pursuant to Resolution No. 440-9328 submitted herewith, All Districts. [Total cost for the SEIU contract for the remaining length of the contract \$1,009,153 (\$1,000,000 previously approved), with an ongoing cost of \$407,862, 100% Department Budgets]

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

1. Approve the recommendation to adjust the salaries of the various SEIU classifications.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9328.

**ACTION:**Policy

*Michael Bowers*  
Michael Bowers, Assistant HR Director 12/2/2022

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MINUTES OF THE BOARD OF SUPERVISORS



**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>	\$235,206	\$407,863	\$1,009,153	\$407,863
<b>NET COUNTY COST</b>	\$0	0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 100% Department Budgets			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: 22/23</b>	

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

**BACKGROUND:**

**Summary**

In accordance with the 2020 - 2024 Memorandum of Understanding between the County of Riverside and Service Employees International Union (SEIU), Local 721, Article 30 Section 1; the Human Resources Classification and Compensation Unit presents the following adjustments, recommended to ensure our pay is competitive in the local market. The selected classifications listed below were agreed upon when the parties met and conferred, and as a result reached the attached side letter which is contained herein for reference

**Salary Adjustments:**

Administrative Service Assistant: It is recommended to adjust the salary plan/grade ESEU 167 (\$45,468 - \$59,845) to salary plan/grade ESEU 167 (\$45,468 - \$60,415).

Administrative Service Analyst II: It is recommended to adjust the salary plan/grade SEU 273 (\$61,896 - \$78,954) to salary plan/grade SEU 274 (\$61,912 - \$81,902).

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**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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Supervising Sheriff Court Services Assistant: It is recommended to adjust the salary plan/grade SEUS 139 (\$43,064 - \$64,264) to salary plan/grade SEUS 279 (\$50,502 - \$69,931).

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

**Additional Financial Information**

The total cost of represents the impact of the proposed changes above for the remaining length of the contract. It is projected that incumbent progression through these expanded ranges will result in a total cost of \$1,009,153 by the end of the union contract.

A 4% increase was given to incumbents who were at top of scale when the agreement was reached, see the attached list for those impacted (Attachment A).

**Impact on Residents and Businesses**

Approval of this recommendation will have no direct impact to residents or businesses.

**Attachments:**

Attachment A - SEIU Impacted Members

Attachment B - Resolution No. 440-9328

  
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Meghan Hahn, Principal Management Analyst 12/3/2022