

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



ITEM: 3.35
(ID # 20948)

MEETING DATE:

Tuesday, January 24, 2023

FROM : HUMAN RESOURCES AND RUHS :

SUBJECT: HUMAN RESOURCES AND RUHS: Classification & Compensation Recommendation to adjust the salaries of the Surgical Technician classification and amend Ordinance No. 440 pursuant to Resolution No. 440-9336 submitted herewith, All Districts. [Total Cost \$1,827,332.23, with an ongoing cost of \$1,247,934.21, 100% Department Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salaries of the Surgical Technician and Surgical Technician - Per Diem classifications.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9336.

ACTION:Policy

Michael Bowers

Michael Bowers, Assistant HR Director

1/9/2023

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 Resolution 440-9336 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: January 24, 2023
xc: HR, RUHS

Kimberly Rector
Clerk of the Board

By: 
Deputy

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STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$579,399	\$1,247,935	\$1,827,333	\$1,247,935
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Department Funds			Budget Adjustment: No	
			For Fiscal Year: 22/23	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

RUHS requested Human Resources Classification & Compensation to perform a market study of the Surgical Technician and Surgical Technician - Per Diem classifications due an average vacancy rate in this classification of 31% over the last three fiscal years. Through discussion with employees and executive leadership, the department determined the surgical technicians required a more competitive rate of pay to reduce the vacancy rate.

The resulting market study showed that the Surgical Technician was below market at both the minimum and maximum of the ranges by 29.89%. It is our recommendation to adjust the salary ranges of the Surgical Technician and the Surgical Technician - Per Diem classification to ensure they are competitive within the market.

Salary Adjustments:

Surgical Technician: It is recommended to adjust the salary plan/grade SEU9 171 (\$42,961 - \$62,439) to salary plan/grade SEU9 350 (\$61,279 - \$89,063). There are currently 40 incumbents in this classification.

Surgical Technician - Per Diem: It is recommended to adjust the salary plan/grade SEPD 112 (\$62,442) to salary plan/grade SEPD 112 (\$89,063). There are currently 0 incumbents in this classification.

Additional Fiscal Information:

To immediately bolster retention and preserve internal equity, RUHS requests all incumbents be given a pay rate increase equal to the increase to the minimum salary of their classification. If this increase would bring the incumbent above the maximum salary, they would only be brought up to the maximum salary. The requested pay rate increase maintains internal equity between junior and senior staff and will also help prevent newly hired applicants from coming in at rates inequitable with more experienced staff. All incumbents will maintain current anniversary dates with these increases.

The total cost to adjust incumbent pay rates with the salary range increase is \$579,399 for the

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remainder of the fiscal year 22/23 and \$1,247,935 for fiscal year 23/24. This includes the cost of the benefits roll-up. The cost for the year and the ongoing cost will be absorbed by the Hospital Enterprise Fund.

Impact on Residents and Businesses

The recommended adjustment to the Surgical Technician and Surgical Technician - Per Diem classifications will allow the hospital to offer competitive rates to the surgical technicians and reduce vacancies in the department. This will enable RUHS to provide better service to the community.

Attachments:

- Resolution No. 440-9336
- Surgical Technician Market Survey



Meghan Hahn, Principal Management Analyst 1/12/2023

1 RESOLUTION NO. 440-9336

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on January 24, 2023, that pursuant to Section 8(c) of Ordinance No. 440, the
5 Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No. 440,
6 operative at the beginning of the pay period following the date of approval, as follows:

7

8 <u>Job</u>		<u>From Salary</u>	<u>To Salary</u>
9 <u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
57758	Surgical Technician	SEU9 171	SEU9 350
10 57759	Surgical Technician - Per Diem	SEPD 112 (\$62,442)	SEPD 112 (\$89,063)

11
12 ROLL CALL:

13 Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
14 Nays: None
15 Absent: None

16 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on
17 the date therein set forth.

18 KIMBERLY A. RECTOR, Clerk of said Board

19 By: 
20 Deputy

21
22 01.24.2023 3.35

External Market Survey Data

Classification Name: *Surgical Technician*

Riv Co Class Code: 57758

Market Research							Survey Data			
Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County						\$0.00	\$0.00			
Orange County						\$0.00	\$0.00			
San Bernardino County						\$0.00	\$0.00			
San Diego County						\$0.00	\$0.00			
Ventura County						\$0.00	\$0.00			
HASC	<i>Surgical Technician- over 2,000 employees</i>	1005	\$61,279	\$89,063	45.34%	\$75,171.20	\$36.14		\$75,171.20	\$36.14
	County Mean:		\$61,279	\$89,063	45.34%	\$75,171.20				
	County Median:		\$61,279	\$89,063	45.34%	\$75,171.20				
Riverside County	<i>Surgical Technician</i>	57758	\$42,961	\$62,439	45.34%	\$52,700				
	Dollar difference from Mean:		-\$18,318	-\$26,624						
	Percentage difference from mean:		-29.89%	-29.89%						
	Dollar difference from median:		-\$18,318	-\$26,624						
	Percentage difference from median:		-29.89%	-29.89%						

Notes: Surgical Technician - Per Diem, 57759, \$62,441.60

Run Date:

Date Prepared/Revised: BQ

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