

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



ITEM: 3.12
(ID # 21071)

MEETING DATE:
Tuesday, February 07, 2023

FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES: Classification and Compensation recommendation to adjust the salary of the Professional Student Intern, Apprentice, and VET Apprentice classifications; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9339, submitted herewith, All Districts. [Current Year Cost – \$0, Total Cost - \$0, Ongoing Cost – \$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the Temporary Assistant - Professional Student Intern classification;
2. Approve the recommendation to adjust the salary of the Apprentice and VET Apprentice classifications;
3. Amend Ordinance No. 440 pursuant to Resolution No. 440-9339.

ACTION:Policy

Michael Bowers

Michael Bowers, Assistant HR Director

1/23/2023

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 440-9339 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: February 7, 2023
xc: HR

Kimberly Rector
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$	\$	\$	\$
SOURCE OF FUNDS:			Budget Adjustment:	
			For Fiscal Year: 22/23	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary:

Human Resources (HR) Learning & Organizational Development (L&OD) is the County of Riverside’s learning and organizational development function serving all County departments and employees. L&OD offers an array of services, including in-person learning opportunities, organizational development and consulting services, online learning, eLearning development services, college advisement, career assessments and counseling, tuition assistance and discounts, and unique professional development programs including internship, apprenticeship, and the Veterans Education and Training (VET) Program under the Board of Supervisors Policy C-20.

The salary of a Professional Student Intern is set according to a scale defined by the intern’s educational progress – number of credit units completed, or level of degree held. In 2022, the salary structure consisted of seven tiers with a minimum of \$15.00/hour and up to \$21.23/hour. On January 1, 2023, California minimum wage was increased from \$15.00 to \$15.50 due to the enactment of Senate Bill No. 3. As such, HR is requesting to adjust the salary range for the Temporary Assistant - Professional Student Intern classification to ensure the salary structure is preserved.

The compensation of Apprentices, and VET Apprentices are set at approximately 75% of the minimum salary of the classification they would qualify for after they completed their apprenticeship. Currently, there are apprenticeships in Information Technology (IT), Cyber Security, and Accounting classifications, and L&OD has been working with County departments to establish apprenticeship with additional classifications. HR is requesting to expand the salary range of the Apprentice and VET Apprentice classes to accommodate a broader scope of eligible classifications as the program grows. The proposed adjustment will also accommodate any future salary growth to the eligible classifications.

Salary Adjustment:

Apprentice: It is recommended to adjust the salary plan/grade from EXE 140 (\$32,240 - \$44,158) to salary plan/grade EXE 150 (\$32,240 - \$62,400).

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Temporary Assistant – Professional Student Intern: It is recommended to adjust the salary plan/grade from EXE 140 (\$32,240 - \$44,158) to salary plan/grade EXE 141 (\$32,240 - \$47,840).

VET Apprentice: It is recommended to adjust the salary plan/grade from EXE 140 (\$32,240 - \$44,158) to salary plan/grade EXE 150 (\$32,240 - \$62,400).

Impact on Residents and Businesses

This request does not have a direct impact on residents and businesses. However, adjusting the salary ranges for the student intern and apprentice programs will enable the County to provide our veterans, students and residents with on-the-job trainings that may lead to meaningful public service careers with County departments.

Additional Fiscal Information

Adjusting the salary of above referenced classes will have no immediate financial impact for the County.

ATTACHMENT: Resolution No. 440-9339



Alonzo Barrera, Principal Management Analyst 1/30/2023

