

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



ITEM: 3.13
(ID # 21441)

MEETING DATE:
Tuesday, April 04, 2023

FROM : HUMAN RESOURCES AND SHERIFF'S DEPARTMENT :

SUBJECT: HUMAN RESOURCES & SHERIFF'S DEPARTMENT: Classification & Compensation Recommendation to adjust the salary of the Aircraft Mechanic class series; and amend Ordinance No. 440 pursuant to Resolution No. 440-9357 submitted herewith, All Districts. [Total Cost \$19,324 with an ongoing cost of \$15,666, 100% NCC - Sheriff]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the Aircraft Mechanic classification series; and
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9357.

ACTION: Policy

Donald Sharp
Donald Sharp, Undersheriff

3/20/2023

Michael Bowers
Michael Bowers, Assistant HR Director

3/28/2023

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.

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: April 4, 2023
xc: H.R., Sheriff

Kimberly A. Rector
Clerk of the Board

By: *Kimberly A. Rector*
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 3,658	\$ 15,666	\$ 19,324	\$ 15,666
NET COUNTY COST	\$ 3,658	\$ 15,666	\$ 19,324	\$ 15,666
SOURCE OF FUNDS: 100% Sheriff's Budget, NCC Funds			Budget Adjustment: No	
			For Fiscal Year: 23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Sheriff's Department - Emergency Operations Division (EOD) provides operational, logistical, and emergency support services during routine, extraordinary, or catastrophic incidents. EOD supports public safety agencies in Riverside County and neighboring counties through the California Office of Emergency Services. Furthermore, EOD includes the Sheriff's Aviation Unit which operates and maintains a variety of helicopter and one fixed-wing aircraft.

The Human Resources Classification and Compensation Division (Class and Comp) received a request from the Sheriff's Department to examine the Aircraft Mechanic job classification series (*Aircraft Mechanic/Senior Aircraft Mechanic/Supervising Aircraft Mechanic*) and determine if the series is compensated competitively.

An external market review was conducted using the surrounding five counties, which found that the *Aircraft Mechanic* class is below market at the minimum base salary by approximately 19.10% and below market at the maximum base salary by approximately 5.98% (**Attachment 2**). Similarly, the *Supervising Aircraft Mechanic* is below market at the minimum base salary by approximately 14.48% and below market at the maximum base salary by approximately 5.12% (**Attachment 3**). Due to insufficient market data at the *Senior Aircraft Mechanic* level, a market-based comparison was not completed for this classification.

Class and Comp recommends increasing the salary of the journey-level, *Aircraft Mechanic* to the established market mean and setting the salary of the *Senior Aircraft Mechanic* and *Supervising Aircraft Mechanic* classes in relation to the journey-level class, while maintaining appropriate salary progression (see Figure 1):

Figure 1:

Job Classification	Current Sal - Min	Current Sal - Max	Proposed Sal - Min	Proposed Sal - Max
Aircraft Mechanic	\$66,078	\$95,980	\$81,657	\$102,083
(% difference)	5.24%	5.34%	5.50%	5.50%
Senior Aircraft Mechanic	\$69,541	\$101,107	\$86,148	\$107,698
(% difference)	15.81%	5.50%	5.50%	5.50%
Supv Aircraft Mechanic	\$80,538	\$106,668	\$90,886	\$113,621

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

Salary Adjustments

Aircraft Mechanic: It is recommended to adjust the salary plan/grade from LIU 679 (\$66,078 - \$95,980) to salary plan/grade LIU 793 (\$81,657 - \$102,083). The cost to grant these adjustments is approximately \$3,658 in salaries and benefits for FY 22/23.

Senior Aircraft Mechanic: It is recommended to adjust the salary plan/grade from LIU 707 (\$69,541 - \$101,107) to salary plan/grade LIU 802 (\$86,148 - \$107,698). There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary.

Supervising Aircraft Mechanic: It is recommended to adjust the salary plan/grade from SEUS 713 (\$80,538 - \$106,668) to salary plan/grade SEUS 816 (\$90,886 - \$113,621). There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary.

Impact on Residents and Businesses

While the recommended salary increases to the Aircraft Mechanic series will not directly impact residents and business, the increases will incentivize applicants to choose Riverside County as a place of employment and encourage current employees to seek internal promotional opportunities.

Additional Fiscal Information

With the implementation of the proposed salary adjustments, cost will be incurred to bring incumbents below the new minimum up to the new minimum. All employee anniversary dates are to be preserved.

The total cost to bring incumbents below the new minimum up to the new minimum salary is \$3,658 for the remainder of fiscal year 22/23 and \$15,666 for fiscal year 23/24. These costs include both salaries and benefits.

Attachments

- I. Resolution No. 440-9357
- II. Aircraft Mechanic Market Data
- III. Supervising Aircraft Mechanic Market Data


Rebecca S Cortez, Principal Management Analyst

3/28/2023


Alonzo Barrera, Principal Management Analyst

3/28/2023

RESOLUTION NO. 440-9357

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on April 4, 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>
66301	Aircraft Mechanic	LIU 679	LIU 793
66302	Senior Aircraft Mechanic	LIU 707	LIU 802
66303	Supervising Aircraft Mechanic	SEUS 713	SEUS 816

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 A. RECTOR, Clerk of said Board

By: 

Deputy

04.04.2023 3.13

/kc

03/17/2023

440 Resolutions\KC

External Market Survey Data

Classification Name: Aircraft Mechanic

Riv Co Class Code: 66301

Market Research							Survey Data			
Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Helicopter Mechanic	7492	\$106,539	\$106,539	0.00%	\$106,539.00	\$51.22	e*		
Orange County	Sheriff's Helicopter Mechanic-Inspector	3350	\$74,838	\$100,880	134.80%	\$87,859.00	\$42.24			
San Bernardino County	Sheriff's Aviation Mechanic	1190	\$66,082	\$90,813	37.42%	\$78,447.50	\$37.72	e*		
San Diego County	Sheriff's Helicopter/Airplane Mechanic	5901	\$75,254	\$100,838	34.00%	\$88,046.00	\$42.33			
Ventura County	Helicopter Maintenance Technician	1964	\$94,932	\$104,531	10.11%	\$99,731.50	\$47.95			
County Mean:			\$81,675	\$102,083	24.99%					
County Median:			\$75,254	\$100,880	34.05%					
Riverside County	Aircraft Mechanic	66301	\$66,078	\$95,980	45.25%	81029				
						0				
						0				
Dollar difference from Mean:			-\$15,597	-\$6,103						
Percentage difference from mean:			-19.10%	-5.98%						
Dollar difference from median:			-\$9,176	-\$4,900						
Percentage difference from median:			-12.19%	-4.86%						

Notes: *Los Angeles and San Bernardino County: Salary data was omitted from the calculation to produce the County Mean and Median. The data from the (2) counties is an outlier and not valid.
Market data was omitted from both the Aircraft Mechanic and Supervising Aircraft classes to maintain consistency.

Run Date: 1/18/2023

Date Prepared/Revised: 2/7/2023

By: DP

External Market Survey Data

Classification Name: Supervising Aircraft Mechanic

Riv Co Class Code: 66303

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	Outlier	HASC Annual	HASC 50%
Los Angeles County	<u>Chief, Helicopter Maintenance</u>	7498	\$110,347	\$148,690	34.75%	\$129,518.50	\$62.27 e*		
Orange County	<u>Sheriff's Supervising Helicopter Mechanic-Inspector</u>	3351	\$83,366	\$112,299	34.71%	\$97,832.50	\$47.03		
San Bernardino County	<u>Sheriff's Aviation Mechanic Supervisor</u>	1191	\$72,259	\$99,403	37.56%	\$85,831.00	\$41.26 e*		
San Diego County	<u>Sheriff's Supervising Helicopter/Airplane Mechanic</u>	5900	\$89,066	\$109,387	22.82%	\$99,226.50	\$47.71		
Ventura County	<u>Chief Helicopter Maintenance Technician</u>	1962	\$110,075	\$115,590	5.01%	\$112,832.50	\$54.25		
County Mean:			\$94,169	\$112,425	19.39%				
County Median:			\$89,066	\$112,299	26.09%				
Riverside County	<u>Supervising Aircraft Mechanic</u>	66303	\$80,538	\$106,668	32.44%	93603			
						0			
						0			
Dollar difference from Mean:			-\$13,631	-\$5,757					
Percentage difference from mean:			-14.48%	-5.12%					
Dollar difference from median:			-\$8,528	-\$5,631					
Percentage difference from median:			-9.57%	-5.01%					

Notes: *Los Angeles and San Bernardino County: Salary data was omitted from the calculation to produce the County Mean and Median. The data from the (2) counties is an outlier and not valid.
Market data was omitted from both the Aircraft Mechanic and Supervising Aircraft classes to maintain consistency.

Run Date: 1/18/2023

Date Prepared/Revised: 2/7/2023

By: DP