

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



ITEM: 3.34  
(ID # 22487)

MEETING DATE:  
Tuesday, August 01, 2023

FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES & SHERIFF: Classification and Compensation recommendation to adjust the salary of the Laundry Worker-Adult Detention job classification; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9387, All Districts. [Total Cost \$0, with an ongoing cost of \$0, 100% Department Budget]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the salary adjustment to the Laundry Worker-Adult Detention job classification.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9387.

ACTION: Policy

*Michael Bowers*  
Michael Bowers, Assistant HR Director

7/14/2023

*Matthew Jimenez*  
Matthew Jimenez

7/14/2023

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MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Gutierrez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Perez, Washington, and Gutierrez  
Nays: None  
Absent: None  
Date: August 1, 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,  
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<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>	\$0	\$0	\$0	\$0
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 100% Department Budget			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 23/24	

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

**BACKGROUND:**

**Summary**

The mission of the Riverside County Sheriff's Department is to serve the public by suppressing and preventing crime through the reduction of criminal recidivism. The Department employs over 4,000 dedicated men and women (sworn and non-sworn) who provide core services throughout Riverside County in the areas of first response, police services, search and rescue, emergency response, mutual aid coordination, enforcement of criminal law, correctional, court services, coroner, several joint task forces, and support personnel.

The Human Resources Classification and Compensation (Class and Comp) Division received a request from the Sheriff's Department to conduct a market review of the *Laundry Worker-Adult Detention* job classification due to concerns that the salary is below market. A market review was conducted using the standard 5-county market (Los Angeles, San Bernardino, San Diego, Ventura, and Orange County) and revealed that the *Laundry Worker-Adult Detention* classification is below market at both the minimum base salary by approximately 5.59% and maximum base salary by approximately 4.33% (**Attachment 2**). Adjusting the salary of the *Laundry Worker-Adult Detention* job classification to market will ensure that this class is market-competitive with the surrounding counties.

**Salary Adjustment**

*Laundry Worker-Adult Detention*: It is recommended to adjust the salary plan/grade LIU 112 (\$34,230 - \$42,625/year) to salary plan/grade LIU 191 (\$36,254 - \$44,554/year). 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**

This request does not have a direct impact on residents and businesses. Adjusting the salary range for the *Laundry Worker-Adult Detention* job classifications above will position the County to provide a competitive salary that is within market, and better equip the County to continue to attract and retain staff in this position.

**Additional Fiscal Information**

The Sheriff's department is the only department that utilizes the *Laundry Worker-Adult Detention* job classification. The Department has approved the recommended salary adjustment and a budget adjustment is not required.

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**ATTACHMENTS**

1. Resolution No. 440-9387
2. Laundry Worker-Adult Detention External Market Review

  
Rebecca S Cortez, Principal Management Analyst 7/20/2023

1 RESOLUTION NO. 440-9387

2  
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in  
4 regular session assembled on August 1, 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>
54610	Laundry Worker – Adult Detention	LIU 112	LIU 191

10  
11 ADOPTED by Riverside County Board of Supervisors on August 1, 2023.

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 the  
17 date therein set forth.

18 KIMBERLY A. RECTOR, Clerk of said Board

19 By:  \_\_\_\_\_  
20 Deputy

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# External Market Survey Data

Classification Name: Laundry Worker-Adult Detention

Riv Co Class Code: 54610

## Market Research

## Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	Outlier	HASC Annual	HASC 50%
Los Angeles County	<a href="#">Laundry Worker</a>	6832		\$32,364		\$16,182.00	e		
Orange County	<a href="#">Laundry Worker</a>	1480GE	\$33,155	\$39,000	17.63%	\$36,077.60	e		
San Bernardino County	<a href="#">No comparable classification</a>	n/a	n/a	n/a	n/a	n/a			
San Diego County	<a href="#">Laundry Worker</a>	6530	\$36,254	\$44,554	22.89%	\$40,404.00			
Ventura County	<a href="#">No comparable classification</a>	n/a	n/a	n/a	n/a	n/a			
HASC	N/A	n/a	n/a	n/a	n/a	n/a			
County Mean:			\$36,254	\$44,554	22.89%	\$40,404.00			
County Median:			\$36,254	\$44,554	22.89%	\$40,404.00			
Riverside County	<a href="#">Laundry Worker-Adult Detention</a>	54610	\$34,230	\$42,625	24.53%	\$38,427			
Dollar difference from Mean:			<b>-\$2,025</b>	<b>-\$1,928</b>					
Percentage difference from mean:			<b>-5.59%</b>	<b>-4.33%</b>					
Dollar difference from median:			<b>-\$2,025</b>	<b>-\$1,928</b>					
Percentage difference from median:			<b>-5.59%</b>	<b>-4.33%</b>					

PICs:

Notes: Excluded LA and OC as outliers due to insufficient range spread.

Run Date: 5/5/2023

Date Prepared/Revised: BL