

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



ITEM: 3.40  
(ID # 22488)

**MEETING DATE:**

Tuesday, August 29, 2023

**FROM :** HUMAN RESOURCES:

**SUBJECT:** HUMAN RESOURCES: Classification and Compensation recommendation to adjust the salaries of various job classifications due to compaction; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9388, All Districts. [Total Cost \$0, with an ongoing cost of \$0, 100% Department Budgets]

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

1. Approve the salary adjustments to various job classifications.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9388.

**ACTION:**Policy

  
Michael Bowers, HR Director 7/14/2023

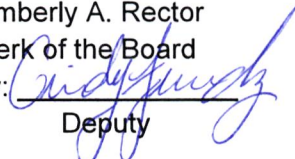
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**MINUTES OF THE BOARD OF SUPERVISORS**

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.

Ayes: Jeffries, Spiegel, Perez, Washington, and Gutierrez  
Nays: None  
Absent: None  
Date: August 29, 2023  
xc: H.R.

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

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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>	N/A	N/A	N/A	N/A
<b>SOURCE OF FUNDS:</b> 100% Department Budgets			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 23/24	

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

**BACKGROUND:**

**Summary**

The Human Resources Classification and Compensation (Class & Comp) Division is recommending the following salary adjustments to resolve compaction issues that have arisen due to recent salary adjustments to various job classifications.

**Salary Adjustments:**

**Computer Based Training Supervisor:** It is recommended to adjust the salary plan/grade SEUS 650 (\$72,498 - \$90,262/year) to SEUS 649 (\$72,498 - \$93,426/year). This will be an increase of approximately 3.51% at the maximum base salary. The salary adjustment ensures a 5.5% max base salary above the subordinate Media Production Specialist classification. There are no upfront costs as this salary adjustment only affects the max base rate.

**Principal Engineering Technician:** It is recommended to adjust the salary plan/grade SEUS 711 (\$77,559 - \$122,669/year) to salary plan/grade SEUS 712 (\$77,559 - \$125,191/year). This will be an increase of approximately 2.06% at the maximum base salary. The salary adjustment ensures a 5.5% max base salary above the subordinate Traffic Signal Supervisor classification. There are no upfront costs as this salary adjustment only affects the max base rate.

**Supervising Agricultural & Standards Investigator:** It is recommended to adjust the salary plan/grade SEUS 600 (\$69,243 - \$88,836/year) to salary plan/grade SEUS 597 (\$69,243 - \$96,854/year). This will be an increase of approximately 9.03% at the maximum base salary. The salary adjustment ensures a 5.5% max base salary above the subordinate Agricultural & Standards Investigator IV classification. There are no upfront costs as this salary adjustment only affects the max base rate.

**Supervising Registered Veterinary Technician:** It is recommended to adjust the salary plan/grade SEUS 428 (\$59,103 - \$73,415/year) to salary plan/grade SEUS 426 (\$59,103 - \$77,127/year). This will be an increase of approximately 5.06% at the maximum base salary. The salary adjustment ensures a 5.5% max base salary above the subordinate Registered Veterinary Technician classification. There are no upfront costs as this salary adjustment only affects the max base rate.

**Business Process Manager:** It is recommended to adjust the salary plan/grade MRP 383 (\$88,296 - \$128,714/year) to salary plan/grade MRP 524 (\$101,274 - \$141,687/year). This will be an increase of approximately 14.70% at the minimum base salary and 10.08% at maximum

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base salary. The salary adjustment ensures a 5.5% minimum and maximum base salary above the subordinate Business Process Analyst III classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary.

Deputy Fire Marshall: It is recommended to adjust the salary plan/grade MRP 331 (\$82,668 - \$127,692) to salary plan/grade MRP 523 (\$101,292 - \$137,873). This will be an increase of approximately 22.53% at the minimum base salary and 7.97% at maximum base salary. The salary adjustment ensures a 5.5% minimum and maximum base salary above the subordinate Fire Safety Supervisor classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary.

TLMA Regional Office Manager: It is recommended to adjust the salary plan/grade MRP 387 (\$89,036 - \$141,248/year) to salary plan/grade MRP 524 (\$101,274 - \$141,687/year). This will be an increase of approximately 13.75% at the minimum base salary and 0.31% at maximum base salary. The salary adjustment ensures a 5.5% minimum and maximum base salary above the subordinate Business Process Analyst III classification. 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 ranges for the job classifications above will fix current compaction concerns and ultimately, position the County to provide a competitive salary that is within market and attract and retain staff in these positions.

**Additional Fiscal Information**

All affected departments have approved the recommended salary adjustments. Budget adjustments are not required.

**ATTACHMENTS**

1. Resolution No. 440-9388

# Attachment 1

1 RESOLUTION NO. 440-9388

2  
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California,  
4 in regular session assembled on August 29, 2023, that pursuant to Section 8(c) of Ordinance No. 440,  
5 the Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No.  
6 440, operative at the beginning of the pay period following the date of approval, as follows:

7


8 Job Code	Class Title	From Salary Plan/Grade	To Salary Plan/Grade
9 86118	Business Process Manager	MRP 383	MRP 524
10 79862	Computer Based Training Supervisor	SEUS 650	SEUS 649
11 37880	Deputy Fire Marshall	MRP 331	MRP 523
12 97434	Principal Engineering Technician	SEUS 711	SEUS 712
13 78710	Supervising Agricultural & Standards Investigator	SEUS 600	SEUS 597
14 73500	Supervising Registered Veterinary Technician	SEUS 428	SEUS 426
15 74271	TLMA Regional Office Manager	MRP 387	MRP 524

16 ROLL CALL:

17 Ayes: Jeffries, Washington, Spiegel, Perez and Gutierrez  
18 Nays: None  
19 Absent: None

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

22 KIMBERLY A. RECTOR, Clerk of said Board

23 By:   
24 Deputy

25  
26 08.29.2023 3.40

27 /kc  
07/13/2023  
28 440 Resolutions/KC