

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



ITEM: 3.48
(ID # 25357)

MEETING DATE:
Tuesday, July 30, 2024

FROM : HUMAN RESOURCES AND PURCHASING AND FLEET, TRANSPORTATION,
AND WASTE RESOURCES:

SUBJECT: HUMAN RESOURCES, PURCHASING AND FLEET, TRANSPORTATION, AND
WASTE: Classification and Compensation recommendation to adjust the salaries of the
Automotive Service Supervisor and Equipment Service Supervisor job classification; and amend
Ordinance No. 440 Pursuant to Resolution No. 440-9436, All Districts. [Current Year Cost –
\$4,320, Ongoing Cost - \$0 – 100% Departmental Budgets]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the salary adjustments to the Automotive Service Supervisor and Equipment
Service Supervisor job classification.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9436.

ACTION:Policy

Meghan Hahn
Meghan Hahn, Director of Procurement

6/21/2024

Bennis Acuna
Bennis Acuna, Director of Transportation

6/25/2024

Andrew Cortez
Andrew Cortez

7/11/2024

Tami Douglas-Schatz
Tami Douglas-Schatz, Director of Human Resources

7/18/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, 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: July 30, 2024
xc: H.R., Purchasing, Trans., Waste

Kimberly A. Rector
Clerk of the Board
By: *Nancy L.*
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$4,320	\$4,320	\$8,640	\$0
NET COUNTY COST	N/A	N/A	N/A	N/A
SOURCE OF FUNDS: 100% Department Budget			Budget Adjustment: No	
			For Fiscal Year: 23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Human Resources Classification and Compensation (Class & Comp) Division is recommending the following salary adjustment to the Automotive Service Supervisor and Equipment Service Supervisor job classifications to resolve identified compaction.

Currently, compaction exists between the Automotive Service Supervisor and the subordinate Senior Automotive Mechanic classification, as well as the Equipment Service Supervisor and subordinate Senior Heavy Equipment Mechanic – Waste job classification. To resolve the compaction, it is recommended to adjust the salary of the Automotive Service Supervisor job classification to be 5.5% above (at both the minimum and maximum) from the salary of the subordinate Senior Automotive Mechanic job classification, and adjust the salary of the Equipment Service Supervisor job class to be 5.5% above (at both the minimum and maximum) from the salary of the subordinate Senior Heavy Equipment Mechanic – Waste job classification (see Figure 1).

Figure 1:

Job Classification	Current Salary		Proposed Salary	
	Minimum	Maximum	Minimum	Maximum
Automotive Service Supervisor	\$65,433	\$86,679	\$71,029	\$90,155
(% difference)	-2.81%	1.43%	5.50%	5.50%
Senior Automotive Mechanic	\$67,326	\$85,455	\$67,326	\$85,455
Equipment Service Supervisor	\$58,959	\$93,479	\$69,785	\$103,976
(% difference)	-10.87%	-5.15%	5.50%	5.50%
Senior Heavy Equipment Mechanic - Waste	\$66,147	\$98,555	\$66,147	\$98,555

Salary Adjustments:

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

Automotive Service Supervisor: It is recommended to adjust the salary plan/grade SEUS 473 (\$65,433 - \$86,679/year) to salary plan/grade SEUS 580 (\$71,029 - \$90,155/year). The cost to grant these adjustments is approximately \$4,320 in salaries and benefits for FY 24/25.

Equipment Service Supervisor: It is recommended to adjust the salary plan/grade SEUS 383 (\$58,959 - \$93,479/year) to salary plan/grade SEUS 561 (\$69,785 - \$103,976/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.

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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 resolve current compaction issues. Ultimately, the recommended salary adjustments will position the County to provide a competitive salary and ensure proper salary progression.

Additional Fiscal Information

The total fiscal year cost to grant all existing incumbents below the proposed minimum base salary to the new minimum base salary is approximately \$4,320, which includes benefits.

All affected departments have approved the recommended salary adjustments, which will be absorbed through their respective budget. Budget adjustments are not required.

ATTACHMENTS

- Resolution No. 440-9436


Veronica Santillan, Principal Management Analyst

6/25/2024


Jason Farin, Principal Management Analyst

7/18/2024

