

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



ITEM: 3.17
(ID # 25578)

MEETING DATE:
Tuesday, September 10, 2024

FROM : HUMAN RESOURCES

SUBJECT: HUMAN RESOURCES & RIVERSIDE UNIVERSITY HEALTH SYSTEM – BEHAVIORAL HEALTH: Classification & Compensation Recommendation to adjust the salary of the Supervising Deputy Public Guardian classification; adjust the salary of the Senior Deputy Public Guardian classification; and amend Ordinance No. 440 pursuant to Resolution No. 440-9443 submitted herewith, All Districts. [Cost-\$0] [Source of Funds – 100% County Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the Supervising Deputy Public Administrator.
2. Approve the recommendation to adjust the salary of the Senior Deputy Public Administrator.
3. Amend Ordinance No. 440 pursuant to Resolution No. 440-9443.

ACTION:

Matthew Chang
Matthew Chang, Director

8/27/2024

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

8/28/2024

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: September 10, 2024
xc: H.R., RUHS-BH

Kimberly A. Rector
Clerk of the Board
By: *Maany G.*
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	\$0	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% County Funds			Budget Adjustment: No	
			For Fiscal Year: 23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Riverside University Health System - Behavioral Health (RUHS - BH) department is dedicated to addressing the complex needs of individuals with mental health and substance abuse disorders by providing treatment and support across a full care continuum including acute inpatient services, step down care, outpatient services, medication, peer recovery services, education, housing, residential care, and prevention and early intervention services. The Deputy Public Guardian series supports the mission of the RUHS - BH by providing estate management services to individuals who are considered disabled or legally incompetent.

The Human Resources Classification & Compensation (Class & Comp) Division received a request from the RUHS - BH department to examine the salary of the Supervising Deputy Public Guardian job classification in relation to that of subordinate classifications. Furthermore, the department requested that Class & Comp conduct a compaction evaluation between the Supervising Deputy Public Guardian and Senior Deputy Public Guardian job classifications.

An external market review of the five surrounding counties was conducted for the Supervising Deputy Public Guardian, Senior Deputy Public Guardian, and Deputy Public Guardian job classifications (**Attachment 2 - 4**). The market review of the surrounding counties yielded the following:

- Supervising Deputy Public Guardian: Current salary of \$68,163 - \$90,127/year is below market at the minimum and maximum base salary by approximately 7%.
- Senior Deputy Public Guardian: Current salary of \$60,446 - \$90,033/year is below market at the minimum base salary by approximately 5% and above at the maximum base salary by approximately 4%.
- Deputy Public Guardian: Current salary of \$57,334 - \$85,337/year is below market at the minimum base salary by approximately 4% and above at the maximum base salary by approximately 7%.

The assessment of the current reporting relationship between the Supervising Deputy Public Guardian and Senior Deputy Public Guardian job classifications found that the reporting relationship is appropriate. However, upon review of the maximum base salary of both classifications, it was found that there is currently only a 0.10% difference between the Supervising Deputy Public Guardian and Senior Deputy Public Guardian (Figure 1).

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Figure 1:

Job Classification	Current Salary	
	Min	Max
Supervising Deputy Public Guardian (SEIU)	\$68,163	\$90,127
	12.77%	0.10%
Senior Deputy Public Guardian (LIUNA)	\$60,446	\$90,033
	5.43%	5.50%
Deputy Public Guardian (LIUNA)	\$57,334	\$85,337

The findings indicate that the Supervising Deputy Public Guardian is below the recommended market mean and requires an adjustment to ensure market competitiveness. Furthermore, the proposed adjustments need to ensure that the current compaction is corrected, as the maximum base salary for the Supervising Deputy Public Guardian needs to be above the Senior Deputy Public Guardian job classification by at least 5.5%.

Salary Adjustment:

To ensure that the Senior Deputy Public Guardian and the Supervising Deputy Public Guardian classifications are market aligned and to remove any compaction between them, Class and Comp is recommending the following adjustments:

Supervising Deputy Public Guardian: It is recommended to adjust the salary plan/grade from SEUS 530 (\$68,163 - \$90,127) to salary plan/grade SEUS 575 (\$70,615 - \$94,985). There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary.

Senior Deputy Public Guardian: It is recommended to adjust the salary plan/grade from LIU 701 (\$60,446 - \$90,033) to salary plan/grade LIU 707 (\$61,207 - \$90,033). There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary.

Additional Fiscal Information

There is no current fiscal year cost, and a budget adjustment is not required.

Impact on Residents and Businesses

Adjusting the salary of these classifications will provide the department with the necessary resources to continue providing critical services for the County of Riverside.

Attachments:

- 1) Resolution No. 440-9443
- 2) Market Survey - Supervising Deputy Public Guardian
- 3) Market Survey - Senior Deputy Public Guardian
- 4) Market Survey - Deputy Public Guardian

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Cesar Bernal *Dave Rogers*
Cesar Bernal, PRINCIPAL MGMT ANALYST 8/29/2024 Dave Rogers, Chief Administrative Officer 9/3/2024

RESOLUTION NO. 440-9443

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on September 10, 2024, 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:

Job Code	Class Title	From Salary Plan/Grade	To Salary Plan/Grade
37524	Senior Deputy Public Guardian	LIU 701	LIU 707
37526	Supervising Deputy Public Guardian	SEUS 530	SEUS 575

ROLL CALL:

Ayes: Jeffries, Washington, Spiegel, 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

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440 Resolutions\KC

External Market Survey Data

Classification Name:

Riv Co Class Code:

Market Research						Survey Data				
Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Supervising Deputy Public Guardian	1499	\$81,880	\$110,347	34.77%	\$96,113.52	\$46.21			
Orange County	Supervising Deputy Public Guardian	374SM	\$75,442	\$101,670	34.77%	\$88,556.00	\$42.58			
San Bernardino County	Supervising Deputy Public Guardian	4192	\$63,336	\$87,027	37.41%	\$75,181.60	\$36.15			
San Diego County*	Supervising Deputy Public Administrator/Guardian	3637	\$73,091	\$89,877	22.97%	\$81,484.00	\$39.18			
Ventura County	No Comparable Class					\$0.00	\$0.00			
HASC			\$0	\$0		\$0.00	\$0.00	e	\$0.00	
	County Mean:		\$73,437	\$97,230	32.40%	\$85,333.78				
	County Median:		\$74,266	\$95,774	28.96%	\$85,020.00				
Riverside County	Supervising Deputy Public Guardian	37526	\$68,163	\$90,127	32.22%	79145.145				
	Dollar difference from Mean:		-\$5,274	-\$7,103						
	Percentage difference from mean:		-7.18%	-7.31%						
	Dollar difference from median:		-\$6,104	-\$5,646						
	Percentage difference from median:		-8.22%	-5.90%						

Notes:

Run Date:

Date Prepared/Revised: 4/29/2024

External Market Survey Data

Classification Name:

Riv Co Class Code:

Market Research						Survey Data				
Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Senior Deputy Public Guardian	1497	\$69,416	\$93,550	34.77%	\$81,482.76	\$39.17			
Orange County	Senior Deputy Public Guardian	373CS	\$69,576	\$93,787	34.80%	\$81,681.60	\$39.27			
San Bernardino County	Senior Deputy Public Guardian	4190	\$57,429	\$78,811	37.23%	\$68,120.00	\$32.75			
San Diego County	No Comparable Class					\$0.00	\$0.00			
Ventura County	Senior Deputy Public Administrator/Guardian	2029	\$58,200	\$81,426	39.91%	\$69,812.95	\$33.56			
HASC			\$0	\$0		\$0.00	\$0.00	e	\$0.00	
	County Mean:		\$63,655	\$86,894	36.51%	\$75,274.33				
	County Median:		\$63,808	\$87,488	37.11%	\$75,647.85				
Riverside County	Senior Deputy Public Guardian	37524	\$60,446	\$90,033	48.95%	75239.635				
	Dollar difference from Mean:		-\$3,209	\$3,139						
	Percentage difference from mean:		-5.04%	3.61%						
	Dollar difference from median:		-\$3,361	\$2,545						
	Percentage difference from median:		-5.27%	2.91%						

Notes:

Run Date:

Date Prepared/Revised: 4/29/2024

External Market Survey Data

Classification Name:

Riv Co Class Code:

Market Research					Survey Data				
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Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	Outlier	HASC Annual	HASC 50%
Los Angeles County	Deputy Public Guardian	1496	\$65,751	\$88,606	34.76%	\$77,178.60	\$37.11		
Orange County	Deputy Public Guardian II	372CS	\$65,957	\$88,858	34.72%	\$77,407.20	\$37.22		
San Bernardino County	Deputy Public Guardian	4191	\$54,725	\$75,067	37.17%	\$64,896.00	\$31.20		
San Diego County*	Deputy Public Administrator - Guardian	5600	\$61,526	\$75,629	22.92%	\$68,577.60	\$32.97		
Ventura County*	Deputy Public Administrator-Guardian-Conservator	547	\$51,491	\$72,024	39.88%	\$61,757.65	\$29.69		
HASC			\$0	\$0		\$0.00	\$0.00	e	\$0.00
	County Mean:		\$59,890	\$80,037	33.64%	\$69,963.41			
	County Median:		\$61,526	\$75,629	22.92%	\$68,577.60			
Riverside County	Deputy Public Guardian	37525	\$57,334	\$85,337	48.84%	71335.575			
	Dollar difference from Mean:		-\$2,556	\$5,301					
	Percentage difference from mean:		-4.27%	6.62%					
	Dollar difference from median:		-\$4,192	\$9,708					
	Percentage difference from median:		-6.81%	12.84%					

Notes:

Run Date:

Date Prepared/Revised: 4/29/2024