

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



**ITEM: 3.42
(ID # 28034)**

MEETING DATE:
Tuesday, June 10, 2025

FROM : HUMAN RESOURCES

SUBJECT: HUMAN RESOURCES: Approval of a Side Letter Agreement with the Riverside County Deputy District Attorneys Association (RCDDAA) regarding Salary Range Adjustments for Deputy District Attorney IV-S and Deputy District Attorney IV-P classifications. [Total Cost - \$33,936, Ongoing Cost \$33,936 – 100% Departmental Budget]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Side Letter Agreement with the Riverside County Deputy District Attorneys Association (RCDDAA) regarding Salary Range Adjustments for Deputy District Attorney IV-S and Deputy District Attorney IV-P classifications.

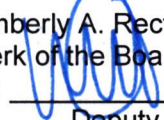
ACTION:Policy


Tami Douglas-Schatz, Director of Human Resources 5/22/2025

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 10, 2025
xc: HR

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$13,414	\$ 33,936	\$ 33,936
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Department Budget			Budget Adjustment:	No
			For Fiscal Year:	Ongoing

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Article V, Pay Practices of the Memorandum of Understanding (MOU) between the County and the Riverside County Deputy District Attorneys Association (RCDDAA), states in part that effective July 11, 2024, the maximum of the salary range for all Deputy District Attorney (DDA) IV, IV-S, IV-P, and IV-T classifications received a four percent (4%) increase, and any employee in a paid status at the maximum of the salary range for their classification for a year or more on that date is eligible to receive the increase.

Several employees in the DDA-IV-S classification did not receive the negotiated increase on July 11, 2024, when the maximum of their classification’s salary range was increased. A review of the records showed that they previously held the classification of DDA IV-P and transitioned to the DDA IV-S classification prior to completing a full year in the classification. Currently, employees who are appointed to the DDA IV-P classification and transition to the DDA IV-S prior to completing a year in either classification, are not eligible for the increases.

The DDA IV-P differs from the DDA IV-S, in that the former is an at-will designated position. The classifications are similar in duties and have the same salary range. Further, had the employees remained in either classification for a year or more, they would be eligible for the negotiated increases.

The County and RCDDAA have reached a tentative agreement via Side Letter, subject to the Board’s approval, to allow the classifications of the DDA IV-P and the DDA IV-S to be used synonymously when the salary ranges are adjusted in 2025 and 2026. Full details of the Side Letter agreement can be found in the attachment.

Impact on Residents and Businesses

While there is no immediate impact on residents and businesses as a result of this side letter, approving the range adjustment pay for the DDA IV-P and DDA IV-S classifications will contribute to the efficient delivery of services to the public by incentivizing staff to continue to transition into either the regular and at-will classifications without losing out on negotiated salary increases.

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Additional Fiscal Information

The District Attorney's Office is able to absorb the cost of the allowing employees who have been at the maximum of the pay range of either the DDA IV-P or DDA IV-S for a year or more, as they were already in classifications eligible for the increase.

**SIDE LETTER OF AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE**

AND

RIVERSIDE COUNTY DEPUTY DISTRICT ATTORNEYS' ASSOCIATION

This Side Letter of Agreement ("Agreement") between the County of Riverside ("County") and the Riverside County Deputy District Attorneys Association ("RCDDAA") (collectively "Parties") is entered into with respect to the following:

The Parties agree to amend Section 1 of Article V, Pay Practices of the 2021-2027 Memorandum of Understanding ("MOU") as follows:

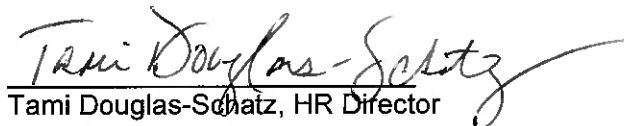
Section 1. Compensation – Range Adjustments

- E. Effective July 10, 2025, the maximum of the range for all classifications shall be increased by two percent (2%). Any employee who has been in a paid status at the maximum of the range for his/her classification for a year or more at the time of the addition, shall receive the two percent (2%) increase as provided herein. Employees who have been at the maximum of the range of either the IV-S and/or IV-P classification for at least a year, shall receive the increase. For any employee who has not been in a paid status at the maximum of the range for a year or more, the increase provided under this provision shall be treated in the same manner as other anniversary date increases and shall be granted, or denied, pursuant to the Anniversary Date Increase provisions set forth in this MOU.

- F. Effective July 9, 2026, the maximum of the range for all classifications shall be increased by three percent (3%). Any employee who has been in a paid status at the maximum of the range for his/her classification for a year or more at the time of the addition, shall receive the three percent (3%) increase as provided herein. Employees who have been at the maximum of the range of either the IV-S and/or IV-P classification for at least a year, shall receive the increase. For any employee who has not been in a paid status at the maximum of the range for a year or more, the increase provided under this provision shall be treated in the same manner as other anniversary date increases and shall be granted, or denied, pursuant to the Anniversary Date Increase provisions set forth in this MOU.

This amendment will be effective the date signed by both parties.

FOR THE COUNTY OF RIVERSIDE


Tami Douglas-Schatz, HR Director

5/2/2025
Date

FOR THE RIVERSIDE COUNTY DEPUTY DISTRICT ATTORNEYS' ASSOCIATION


Matthew Murray, RCDDAA President

March 13, 2025
Date