

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



**ITEM: 3.10
(ID # 29985)**

MEETING DATE:
Tuesday, March 10, 2026

FROM : HUMAN RESOURCES

SUBJECT: HUMAN RESOURCES: Approval of Side Letter Agreements with Riverside Sheriffs' Association – Law Enforcement Unit and Riverside Sheriffs' Association – Corrections Unit to amend their respective Memorandums of Understanding language regarding the Special Provision for Change in Classification of a Deputy Sheriff. All Districts. [Total Cost - \$0, Ongoing Cost \$0, One-Time Cost: \$0 100% Departmental Budget]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Side Letter Agreement with the Riverside Sheriffs' Association, Law Enforcement Unit to amend Article VI, Pay Practices Section 7, Special Provision for Deputy Sheriff Change in Classification
2. Approve the Side Letter Agreement with the Riverside Sheriffs' Association, Corrections Unit to amend Article VI, Pay Practices by adding Section 10, Special Provision for Change in Classification from Deputy Sheriff.


ACTION:


Tami Douglas-Schatz, Director of Human Resources 3/4/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Medina, 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: March 10, 2026
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	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: N/A			Budget Adjustment:	No
			For Fiscal Year:	25/26

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The current Memorandum of Understanding (MOU) with the Riverside Sheriffs' Association – Law Enforcement Unit (RSA-LEU) provides a provision which allows a Deputy Sheriff to change classification to a Correctional Deputy or a Court Deputy when they have not previously held the classification. In its current state, this provision identifies the steps necessary to effectuate the change in classification and specifically addresses the probationary period for these instances. The provision does not provide guidance on the salary placement when the change in classification is processed; currently, the guidance falls to the demotion language of the MOU, which calls for a five- and one-half percent (5.5%) reduction in pay.

Due to the difference between the salary range of a Deputy Sheriff and the salary ranges of a Correctional Deputy or Court Deputy, the five- and one-half percent (5.5%) reduction in pay will land an employee at the maximum of the range for a Correctional Deputy or middle of the range for a Court Deputy. This creates equity issues by allowing employees with little to no law enforcement experience to be placed at or near the maximum of their respective salary range while other incumbents with more experience are generally lower on the salary range.

To remedy the equity issue, the RSA and the Sheriff's Department have agreed to amend Article VI, Section 7 of the RSA-LEU MOU to specify salary placement when a Deputy Sheriff changes classification under this specific provision. The Side Letter adds language that indicates employees will be placed at the minimum of the respective salary range with the caveat that employees who have passed probation may be placed higher on the salary range at the Department Head's discretion. The RSA and the Sheriff's Department have also agreed to amend Article VI of the Riverside Sheriffs' Association – Corrections Unit (RSA-CU) MOU to add Section 10, which will mirror the change in classification provision from the RSA-LEU MOU and ensure consistency between both MOUs.

Full details of the Side Letter agreements can be found in the attachments.

Impact on Residents and Businesses

While there is no immediate impact on residents and businesses as a result of the Side Letters, approving these modifications will improve employee satisfaction by ensuring equitable salaries among incumbents in the impacted classifications. This demonstrates that the Department values their employees and the experience they bring to their role, which can

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STATE OF CALIFORNIA**

have a positive impact on employee morale and retention, which is beneficial to all County residents.

Additional Fiscal Information

There is no additional cost associated with these Side Letters.

ATTACHMENTS:

ATTACHMENT A. Fully Executed Side Letter between the County of Riverside and the Riverside Sheriffs' Association – Law Enforcement Unit

ATTACHMENT B. Fully Executed Side Letter between the County of Riverside and Riverside Sheriffs' Association – Corrections Unit


Cesar Bernal, PRINCIPAL MGMT ANALYST 3/5/2026

SIDE LETTER OF AGREEMENT

BETWEEN

COUNTY OF RIVERSIDE

AND

**RIVERSIDE SHERIFFS' ASSOCIATION
LAW ENFORCEMENT UNIT (LEU)**

This Side Letter of Agreement ("Agreement") between the County of Riverside ("County") and the Riverside Sheriffs' Association – Law Enforcement Unit ("RSA-LEU") (collectively "Parties") is entered into with respect to the following:

The Parties agree to amend Section 7 of Article VI – Pay Practices of the 2024 – 2027 Memorandum of Understanding ("MOU") as reflected below:

ARTICLE VI
PAY PRACTICES

Section 7. SPECIAL PROVISION FOR DEPUTY SHERIFF CHANGE IN CLASSIFICATION

A. Deputy Sheriff Change in Classification. Notwithstanding Article VII Section 1.D, employees in a Deputy Sheriff or Deputy Sheriff Trainee classification, who have never held a position as a Correctional Deputy, or Court Deputy, and wish to change classification to Correctional Deputy, or Court Deputy, may do so under the following conditions:

1. The employee must request and receive approval for the change in classification through their chain-of-command. Approval of the request is discretionary, subject to recruiting guidelines, and shall not be subject to grievance.
2. By making the request and receiving approval to change from the Deputy Sheriff classification, the employee knowingly and voluntarily waives their property rights to the Deputy Sheriff classification with no right to return to former class.
 - a. Employees who are in the Deputy Sheriff Trainee (DST) classification, will be placed into the Correctional Deputy Trainee (CDT) classification and the employee's rate of pay will be the minimum rate of the Correctional

Deputy Trainee. The employee's anniversary date will be reset to the date of the change in classification.

- b. Employees who are on initial probation as a Deputy Sheriff will be placed into the Court Deputy or Correctional Deputy I classification and will serve a new initial probationary period in accordance with the "Length of Initial Probation Period" in Article VII of this MOU or the applicable MOU, respectively. The employee's rate of pay will be the minimum rate of the Correctional Deputy I classification or Court Deputy, and their anniversary date will be reset to the date of the change in classification.
- c. Employees who have passed probation as a Deputy Sheriff will be placed into the Correctional Deputy II or Court Deputy classification and will serve a new initial probationary period of one thousand forty (1,040) hours. The employee's rate of pay will be the minimum rate of the Correctional Deputy II classification or Court Deputy classification, and their anniversary date will be reset to the date of the change in classification. A Department Head, or their designee, may specify a higher range placement on the salary plan/grade for employees who have passed probation as a Deputy Sheriff who requested and were approved for a change in classification per this special provision.

This amendment will be effective the first full pay period following agreement by both parties and approval by the Board of Supervisors.

FOR THE COUNTY OF RIVERSIDE




Tami Douglas-Schatz,
Human Resources Director

2/5/26

Date

FOR THE RIVERSIDE SHERIFFS' ASSOCIATION – LAW ENFORCEMENT UNIT



Jose Santos
Riverside Sheriffs' Association President

2/2/26
Date

SIDE LETTER OF AGREEMENT

BETWEEN

COUNTY OF RIVERSIDE

AND

**RIVERSIDE SHERIFFS' ASSOCIATION
CORRECTIONS UNIT (CU)**

This Side Letter of Agreement ("Agreement") between the County of Riverside ("County") and the Riverside Sheriffs' Association – Corrections Unit ("RSA-CU") (collectively "Parties") is entered into with respect to the following:

The Parties agree to amend Article VI – Pay Practices of the 2024 – 2027 Memorandum of Understanding ("MOU") to add subsection 10. Special Provision for Change in Classification from Deputy Sheriff as reflected below:

ARTICLE VI
PAY PRACTICES

Section 10. SPECIAL PROVISION FOR CHANGE IN CLASSIFICATION FROM DEPUTY SHERIFF

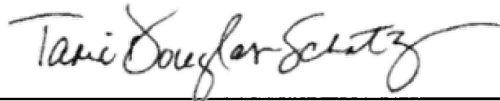
- A. Change in Classification from Deputy Sheriff. Notwithstanding Article VII Section 1(D), employees in a Deputy Sheriff or Deputy Sheriff Trainee classification, who have never held a position as a Correctional Deputy, and wish to change classification to Correctional Deputy or Correctional Deputy Trainee, may do so under the following conditions:
1. The employee must request and receive approval for the change in classification through their chain-of-command. Approval of the request is discretionary, subject to recruiting guidelines, and shall not be subject to grievance.
 2. By making the request and receiving approval to change from the Deputy Sheriff classification, the employee knowingly and voluntarily waives their property rights to the Deputy Sheriff classification with no right to return to former class.
 - a. Employees who are in the Deputy Sheriff Trainee (DST) classification will be placed into the Correctional Deputy Trainee (CDT) classification and the employee's rate of pay will be the minimum rate of the Correctional Deputy

Trainee. The employee's anniversary date will be reset to the date of the change in classification.

- b. Employees who are on initial probation as a Deputy Sheriff will be placed into the Correctional Deputy I classification and will serve a new initial probationary period in accordance with the "Length of Initial Probationary Period" in Article VII. The employee's rate of pay will be the minimum rate of the Correctional Deputy I classification, and their anniversary date will be reset to the date of the change in classification.
- c. Employees who have passed probation as a Deputy Sheriff will be placed into the Correctional Deputy II classification and will serve a new initial probationary period of one thousand forty (1,040) hours. The employee's rate of pay will be the minimum rate of the Correctional Deputy II classification, and their anniversary date will be reset to the date of the change in classification. A Department Head, or their designee, may specify a higher range placement on the salary plan/grade for employees who have passed probation as a Deputy Sheriff who requested and were approved for a change in classification per this special provision.

This amendment will be effective the first full pay period following agreement by both parties and approval by the Board of Supervisors.

FOR THE COUNTY OF RIVERSIDE



Tami Douglas-Schatz,
Human Resources Director

2/5/2026

Date

FOR THE RIVERSIDE SHERIFFS' ASSOCIATION – CORRECTIONS UNIT



Jose Santos
Riverside Sheriffs' Association President

2/2/26

Date