



## Board Report

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**File #:** RES 21-171, **Version:** 1

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Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to add a 2% base salary increase for Units X, XL and Y effective September 25, 2021, excluding the Chief Deputy County Counsel (39B25) and Chief Deputy Public Defender (39P35) classifications in Unit X effective September 25, 2021;
- b. Amend Personnel Policies and Practices Resolution No. 98-394 to delete Section A.9.17 Educational Stipend - X Unit and amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to add a 2% base salary increase for Unit X to replace the Educational Stipend effective September 25, 2021;
- c. Approve the 2021 Winter Recess for units P, X, XL, Y and Z (excluding elected officials in unit Y);
- d. Direct the Auditor-Controller to implement the Winter Recess, and the Human Resources Department to implement the salary increases in the Advantage HRM System.

### RECOMMENDATION:

It is recommended that the Board of Supervisors take the following actions:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to add a 2% base salary increase for Units X, XL and Y effective September 25, 2021, excluding the Chief Deputy County Counsel (39B25) and Chief Deputy Public Defender (39P35) classifications in Unit X;
- b. Amend Personnel Policies and Practices Resolution No. 98-394 to delete Section A.9.17 Educational Stipend - X Unit and amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to add a 2% base salary increase for Unit X to replace the Educational Stipend effective September 25, 2021;
- c. Approve the 2021 Winter Recess for units P, X, XL, Y and Z (excluding elected officials in unit Y);
- d. Direct the Auditor-Controller to implement the Winter Recess, and the Human Resources Department to implement the salary increases in the Advantage HRM System.

### SUMMARY/DISCUSSION:

The Human Resources Department has been in discussions with Management Council (units X and Y) regarding compensation and benefits for several months. Employee units X, XL, and Y are not part of a union, meaning they are not “represented bargaining” units.

On July 20<sup>th</sup>, and 27<sup>th</sup>, 2021 your Board approved multiyear agreements with the Sheriff Managements Association (Unit C), Public Defenders Association (Unit D), Prosecutors Association (Unit E), County Counsel Employee Association (Unit G) and the Probation Association (Units M&N). The agreements provided for wage increases of 2% for FY 2021-22 for Units C, M & N and market-based wage increases for Units D, E and G. The agreements further provide for 2% base wage increases for all six units for FY 2022-23 and FY 2023-24 and the Winter Recess for Units D, E and G for the span of the three-year agreement.

Historically, your Board has granted similar increases to unrepresented units as negotiated with represented bargaining units. Changes for unrepresented Employee Units X, XL, and Y require your Board’s approval in each Fiscal Year. It is recommended to grant a 2% base wage salary increase to Units X, XL and Y excluding the Chief Deputy County Counsel and Chief Deputy Public Defender classifications in Unit X. Your Board approved base wage salary increases for the Chief Deputy County Counsel and Chief Deputy Public Defender classifications on September 14, 2021, to address compaction issues with the attorney IV classifications they

directly supervise due to Units D, E and G receiving market-based wage increases through the negotiations process effective July 31, 2021.

In May 2008, the Board of Supervisors approved a 2% Educational Stipend for Unit X employees. The educational stipend is provided to X Unit employees with a bachelor's degree or higher at the time of appointment to a Unit X position. Unit X employees that do not possess a bachelor's degree or higher at time of appointment are granted the educational stipend after passing probation and are determined to possess the required competencies (which are substantially similar to competencies possessed by employees with degrees) as evaluated on the Threshold Competencies assessment with a rating of 70% or higher and is retroactive to the time of appointment. It is recommended to convert the 2% Educational Stipend to base wages to provide equity among the Unit X employee group regardless of educational status.

In addition, your Board has historically granted the Winter Recess to the unrepresented units of P, X, XL, Y and Z (excluding elected officials in Unit Y) as negotiated with other represented bargaining units. Granting of the Winter Recess for the unrepresented units requires your Board's approval in each Fiscal Year.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office concurs with these recommendations.

FINANCING:

The estimated cost associated with the recommended increases for these specific units is \$1.9 million for the remainder of the 2021-22 fiscal year. The annualized increased cost is estimated at \$2.6 million.

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Approved By: Irma Ramirez-Bough, Director of Human Resources, 755-5043

Attachments: Attachment A - PPPR Redline  
Attachment B - PPPR Clean  
Resolution

cc: Charles J. McKee, County Administrative Officer  
Rupa Shah, Auditor-Controller