

RESOLUTION OF THE BOARD OF SUPERVISORS
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF ESTABLISHING A)
COMPENSATION AND BENEFITS RESOLUTION) RESOLUTION NO. _____
FOR ELECTED DEPARTMENT HEADS)

WHEREAS, the Board of Supervisors recognizes and values the work that Elected Department Heads do to assure efficient County operations and quality public service; and

WHEREAS, the Board of Supervisors recognizes the responsibilities inherent in Elected Department Head assignments and the extraordinary performance required of these individuals; and

WHEREAS, the Board of Supervisors desires to publish a Compensation and Benefits Resolution to memorialize the compensation structure for Elected Department Heads and whereby benefits and certain terms and conditions of employment to be afforded to Elected Department Heads are officially recognized by the Board of Supervisors; and

WHEREAS, the Board of Supervisors retains the right at any time to change certain specified terms and conditions of employment for Elected Department Heads in this group subject to any limitations set forth in Government Code Section 1235; and

WHEREAS, this Resolution rescinds, replaces, and supersedes prior Elected Department Head Resolution No 22-190 and any prior resolutions regarding compensation and/or benefits for Elected Department Heads; and

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED as follows:

A Compensation and Benefits Resolution is established as follows for Elected Department Heads in Unit 40. A list of the Elected Department Head job classifications in Unit 40 appears in Appendix 1.

Contents

SECTION 1. MEDICAL AND DENTAL BENEFITS	2
SECTION 2. HEALTH INSURANCE BENEFITS DURING MEDICAL LEAVE OF ABSENCE	3
SECTION 3. LONG-TERM DISABILITY INSURANCE	4
SECTION 4. TERM LIFE INSURANCE	4
SECTION 5. FLEXIBLE SPENDING ACCOUNT PLANS	4
SECTION 6. STATE DISABILITY INSURANCE (SDI).....	5
SECTION 7. SICK LEAVE	5
SECTION 8. FAMILY LEAVE	5
SECTION 9. VACATION.....	5
SECTION 10. HOLIDAYS.....	6
SECTION 11. SALARIES	6
SECTION 12. RETIREMENT	6
SECTION 13. PROFESSIONAL LICENSE FEES.....	8
SECTION 14. VEHICLE ALLOWANCES	8
SECTION 15. AUTOMATIC PAYROLL DEPOSIT	8
SECTION 16. ADMINISTRATION OF BENEFITS	9

SECTION 1. MEDICAL AND DENTAL BENEFITS

- A. Medical and dental coverage benefits under this Section shall be effective at the beginning of the month that immediately follows the Elected Department Head’s first pay period of employment in elected office.

- B. The County shall contribute up to 100% of the least expensive EPO Elected Department Head-only premium toward the cost of twice monthly medical plan coverage. In addition, for the 2023 plan year the County shall provide a \$25 subsidy of Elected Department Heads’ twice monthly premiums for Elected Department Head + one coverage and a \$155 subsidy of Elected Department Heads’ twice monthly premiums for Elected Department Head + family coverage.

- C. For the 2024 plan year the County shall increase the subsidy for Elected Department Head + one coverage to \$50 and shall increase the subsidy for Elected Department Head + family coverage to \$310 twice monthly.

- D. The County shall contribute up to \$13.03 twice monthly toward the cost of the twice monthly premium for Elected Department Head-only dental plan coverage. Medical and Dental contributions are based on full-time employment. Insurance plan premiums that exceed the County's twice monthly contribution shall be paid by the Elected Department Head through payroll deductions.

Each Elected Department Head may select coverage from the following options:

Medical*

- Preferred Provider Organization (PPO) Medical Plan(s)
- Health Maintenance Organization (HMO) Medical Plan(s)
- Exclusive Provider Organization (EPO) Medical Plan(s)

*All medical plans include employee assistance program coverage.

Dental

- County Self-funded Preferred Provider Organization (PPO) Dental Plan
- Dental Maintenance Organization (DMO) Dental Plan

- E. Elected Department Heads may insure their eligible dependents (including registered domestic partners) under the medical and dental plans listed above in accordance with the rules and regulations applicable to obtaining said dependent coverage.
- F. If an Elected Department Head is either (a) married to, or (b) a registered domestic partner of, a regular County employee or another Elected Department Head, and are both eligible for contributions from the County toward employee-only medical and dental coverage, the Elected Department Head can work with Human Resources regarding benefit coverage.

SECTION 2. HEALTH INSURANCE BENEFITS DURING MEDICAL LEAVE OF ABSENCE

Elected Department Heads who are absent from work due to a medical condition including injury, illness, pregnancy and childbirth shall receive the County contribution toward health plan coverage for a leave period up to 18 months. Insurance premiums exceeding the County's contribution and for dependents shall be the responsibility of the Elected Department Head during the leave period.

SECTION 3. LONG-TERM DISABILITY INSURANCE

The County shall provide a Long-Term Disability Insurance Plan for Elected Department Heads.

The waiting period for benefit eligibility will be 60 days. The benefit will equal sixty percent of pre-disability earnings in accordance with specific plan provisions, limitations and exclusions.

SECTION 4. TERM LIFE INSURANCE

Basic Group Term Life Insurance shall be paid for by the County in accordance with the following schedule:

Elected Department Heads (Unit 40)	\$50,000
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SECTION 5. FLEXIBLE SPENDING ACCOUNT PLANS

A. All Elected Department Heads shall be eligible to participate in the County sponsored Flexible Spending Account Plan.

The Flexible Spending Account Plan will include the following salary reduction options:

1. Pre-Tax Health Insurance Premium Option--for Elected Department Heads and their dependents;
2. Pre-Tax Health Care Spending Account Option;
3. Pre-Tax Dependent Care Spending Account Option;
4. Pre-Tax Life Insurance Premium Option;
5. Pre-Tax Personal Accident Insurance Program.

These options are described in detail in the Flexible Spending Plan brochure and in the Legal Plan Document and supplemental materials. All salary reduction amounts are included in base salaries for the purpose of computing retirement earnings and are subject to appropriate Internal Revenue Service regulations.

The Flexible Spending Plan may be amended in the future to revise the benefit options.

B. Benefits selected under the Flexible Spending Plan cannot be changed during the Plan year except in cases of an eligible qualifying event consistent with the benefit change. Enrollment in the Plan shall be offered on an annual basis at the beginning of the plan year. Newly

Elected Department Heads may enroll within the first thirty (30) days of employment. Continued operation of the Plan shall be subject to County administrative procedures.

- C. A Commuter Benefits Plan is available within IRS limitations; Elected Department Heads who contribute a minimum of \$10 monthly shall receive a County contribution of \$10 monthly.

SECTION 6. STATE DISABILITY INSURANCE (SDI)

Elected Department Heads do not participate in SDI.

SECTION 7. SICK LEAVE

- A. Each Elected Department Head in office as of January 2023 shall accrue sick leave at the rate of .0463 hours for each hour in a regular pay status. Elected Department Heads' participation in the County's sick leave accrual plan will terminate at the end of each Elected Department Head's current term in office; until that time, unused sick leave shall be cumulative from year to year, with no accrual limit. Any future Elected Department Head will not be eligible to accrue sick leave.
- B. Termination of County employment shall abrogate all sick leave accrued to the time of such termination, regardless of whether the Elected Department Head subsequently re-enters County employment or service. No payment shall be made to any Elected Department Head for unused sick leave accumulated to their credit at the time of their separation from County service.

SECTION 8. FAMILY LEAVE

Family care leave benefits are set forth in the County's Family and Medical Care Leave Policy.

SECTION 9. VACATION

Vacation accruals for Elected Department Heads ceased at the beginning of a new term in office in January 2015. Elected Department Heads in office at that time stopped accruing vacation leave but maintained their vacation leave accruals (hours were frozen) until the time of separation. Elected Department Heads who are not employed by the County at the time of taking office will not accrue any vacation leave hours and Elected Department Heads who are employed by the County at the time of taking office will have their vacation leave hours frozen.

No payment in lieu of vacation leave shall be made to any Elected Department Head who has a vacation leave balance except upon termination of employment. Terminating Elected Department Heads shall be paid for vacation leave hours as of the date of termination.

SECTION 10. HOLIDAYS

Elected Department Heads do not receive separate holiday leave or pay for holidays regularly observed by the County of Santa Barbara.

SECTION 11. SALARIES

- A. Effective in Pay Period 2023-21 (September 18, 2023), the biweekly salaries for Elected Department Heads (the Auditor-Controller, County Clerk-Recorder-Assessor, District Attorney, Sheriff-Coroner, and Treasurer-Tax Collector-Public Guardian) will increase by 5%.
- B. Future salary increases for Elected Department Heads shall be a flat percentage rate increase equivalent to the most recently available increase in the October CPI-U for the Los Angeles-Long Beach-Anaheim area, to be effective in the pay period in which October 1 falls of the subsequent payroll year. This annual adjustment amount shall not be less than 0% or more than 5%.

SECTION 12. RETIREMENT

A. The County offers the following retirement plans:

1. General Member Employees Hired Before October 10, 1994
Contributory Retirement Plan5A/Half-Rates
2. General Member Employees (except Unit 32) Hired On or After October 10, 1994
Contributory Retirement Plan5B/Full-Rates
3. General Member Confidential Unrepresented Employees (Unit 32) Hired On or After October 10, 1994
Contributory Retirement Plan5C/Half-Rates
4. General Member Employees Hired on June 25, 2012 through December 31, 2012
Contributory Retirement Plan7/Half-Rates
5. Non-Reciprocal General Member Employees Hired On or After January 1, 2013
Contributory Retirement Plan8/Full-Rates

6. Safety Member Employees Hired Before October 10, 1994
 Contributory Retirement Plans
 - a. Fire Employees: Safety Plan 4A/Half Rates
 - b. Probation Employees: Safety Plan 4B/Full Rates
 - c. Sheriff/Undersheriff: Safety Plan 6A/Half Rates

7. Safety Member Employees Hired On or After October 10, 1994 through December 31, 2012
 Contributory Retirement Plans
 - a. Fire Employees: Safety Plan 4 C/Half Rates
 - b. Probation Employees: Safety Plan 4B/Full Rates
 - c. Sheriff/Undersheriff: Safety Plan 6B/ Half Rates

8. Non-Reciprocal Safety Employees First Hired On or After January 1, 2013
 Contributory Retirement Plan8/Full-Rates

- B. The County may adjust the Elected Department Head contribution rates to the Retirement System when such adjustments are based on an Actuary Report, recommended by the Retirement Board and approved by the Board of Supervisors. The effective dates of rate adjustments shall be in accordance with the applicable provisions of the County Employees Retirement Law of 1937.

- C. Effective in Pay Period 15-2020 (June 29, 2020), "Classic/Legacy" Elected Department Heads in Unit 40 began contributing a total of 2.49% of their pensionable income as a partial replacement of the mandatory employer contribution.

These payments are credited to each Elected Department Head's account and designated "employee contributions" for purposes of Government Code Section 31631(b). To enable Elected Department Heads to make these contributions with "pre-tax dollars," the County deems the contributions "picked up" pursuant to Internal Revenue Code Section 414(h), Government Code Section 31581.2, and Santa Barbara County Resolution 02-281.

- D. Elected Department Heads who entered County service (a) on or after June 25, 2012 in non-safety (General Member) retirement plans; or (b) on or after May 18, 2020 in safety retirement plans, are not eligible for the retiree medical subsidies provided to safety and non-safety employees hired prior to those respective dates.

SECTION 13. PROFESSIONAL LICENSE FEES

Elected Department Heads shall be reimbursed for professional license fees (e.g., State Bar dues, physician and surgeon certificates, professional civil engineer registration, etc.), excluding any portion designated for political purposes, under the following conditions:

1. Possession of the license or certificate must be an ongoing requirement of the position;
2. If the Elected Department Head leaves County employment during the licensing period, the County's contribution shall be pro-rated (i.e., if fees have been paid in advance by the County, the Elected Department Head shall be required to reimburse the County for the pro-rated portion of the fees through a reduction in the Elected Department Head's final pay check).

SECTION 14. VEHICLE ALLOWANCES

Elected Department Heads who use their personal vehicle for County business shall be reimbursed for each mile driven on County business. Said reimbursement shall be at the amount per mile exempted by the Internal Revenue Service for reporting of income.

Elected Department Heads receive a bi-weekly vehicle allowance. Elected Department Heads with an assigned vehicle and vehicle allowance are subject to a bi-weekly deduction.

Mileage Reimbursement Rates, Vehicle Allowances and Vehicle Deductions are set and adjusted annually by the Auditor-Controller in accordance with Resolution 01-151 and any successor resolutions.

SECTION 15. AUTOMATIC PAYROLL DEPOSIT

All Elected Department Heads shall participate in the County's automatic payroll deposit program. Participation shall mean the Elected Department Head's execution of a payroll authorization form and submission of a voided check or savings deposit slip to the Auditor's office. It shall be the Elected Department Head's choice as to which bank they designate as the institution receiving the payroll funds.

When the authorization form is properly executed and filed with the Auditor, the County shall automatically deposit in the Elected Department Head's designated bank account the net amount of pay each designated bi-weekly payday.

SECTION 16. ADMINISTRATION OF BENEFITS

The County Executive Officer and the Human Resources Director are hereby directed to provide the necessary administrative procedures to implement the above provisions of this Resolution.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this _____ day of _____ 2023 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

MONA MIYASATO
COUNTY EXECUTIVE OFFICER
CLERK OF THE BOARD

ACCEPTED AND AGREED:
COUNTY OF SANTA BARBARA

By: _____
Deputy

By: _____
DAS WILLIAMS, CHAIR
BOARD OF SUPERVISORS

APPROVED AS TO FORM:
RACHEL VAN MULLEM
COUNTY COUNSEL

APPROVED AS TO FORM:
BETSY M. SCHAFFER, CPA
AUDITOR-CONTROLLER

By: _____
Deputy

By: _____
Deputy

APPENDIX 1

Unit	Unit Name	Job Class Title
40	Unrepresented - Elected Officials	ELECTED DEPARTMENT HEAD – AUDITOR/CONTROLLER
40	Unrepresented - Elected Officials	ELECTED DEPARTMENT HEAD – CLERK/RECORDER/ASSESSOR
40	Unrepresented – Elected Officials	ELECTED DEPARTMENT HEAD – DISTRICT ATTORNEY
40	Unrepresented – Elected Officials	ELECTED DEPARTMENT HEAD – SHERIFF
40	Unrepresented – Elected Officials	ELECTED DEPARTMENT HEAD – TREASURER/TAX COLLECTOR