



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: CEO/Human Resources
Department No.: 064
For Agenda Of: October 7, 2008
Placement: Administrative
Estimated Tme: 10 minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Select_From Michael F. Brown, County Executive Officer, 568-3404
Susan Paul, Assistant CEO/HR Director, 568-2817
Contact Info: Jeri Muth, Assistant HR Director, 568-2816

SUBJECT: ***Ordinance Amending Section 27-3 of the County Code – Office Hours and Implementation of Mandatory Furlough Program***

County Counsel Concurrence

As to form: Select_Concurrence

Other Concurrence: Select_Other

As to form: Select_Concurrence

Auditor-Controller Concurrence

As to form: Select_Concurrence

Recommended Actions:

That the Board of Supervisors take the following required actions to implement the mandatory furlough as follows:

1. Set a public hearing on the departmental agenda for October 14, 2008 to introduce the first reading of an ordinance amending County Ordinance Chapter 27 Section 27-3 of the County Code to provide the Board with the authority to change County office hours to support the implementation of the mandatory furlough program when financially necessary and in the best interests of the County and waive the reading of the ordinance in its entirety.
2. Set a public hearing for October 21, 2008 as the second reading to adopt the ordinance in Attachment A entitled "An Ordinance of the Board of Supervisors of the County of Santa Barbara Amending Chapter 27 Section 27-3 of the County Code Relating to Office Hours Generally."

3. Adopt the resolution in Attachment B memorializing the terms of the Mandatory Furlough Program for management and other unrepresented employees consistent with the terms of the furlough agreements with certain groups of represented employees and authorize department heads to implement the Mandatory Furlough Program, including the discretion to deviate from Monday through Friday, 9 a.m. to 5 p.m. hours of operation from December 22, 2008 through January 4, 2009.

Summary Text:

In order to address the County's economic/fiscal challenges and maintain service levels, the Board and the CEO determined that deferrals of pending salary increases and mandatory furloughs would be necessary. Staff was directed to meet and confer with the County's labor organizations on this topic. Further, the Board directed the implementation of wage freezes for managers and executives, and the same number of mandatory furlough hours for management and other unrepresented employees as those of the labor organizations.

As a result of discussions with labor, the Service Employees International Union (SEIU) Local 620 (Local 620), the Engineers and Technicians Association (ETA), and the Union of American Physicians and Dentists (UAPD) have entered into agreements for a 64-hour Mandatory Furlough Program and for deferral of certain previously agreed upon salary adjustments. The agreements also extend the term of those organizations' current Memorandums of Understanding. The same 64 furlough hours have been implemented for management and other unrepresented employees. Pursuant to agreements with the labor organizations, the County will close to the maximum extent possible between December 22, 2008 and January 4, 2009. Staff has also met with the Courts to determine County staffing needs related to Court business and has been advised that the Courts anticipate minimal staffing during this period.

Staff has worked with County departments and labor to ensure public health, safety, and other critical services are provided during the December/January furlough period while maximizing the number of employees who can be furloughed for most or all of the furlough period. The mandatory furlough is typically a period of time when County departments are minimally staffed. Attachment C summarizes County Department operational plans for the December/January furlough period. Even those departments that will not close during the furlough period will be furloughing some employees during that time. Additionally, employees will be available for emergency response and on call to meet any clinic needs.

Implementation of the 64-hour furlough requires an amendment to the County's Code 27-3 covering the County's hours of operation. The proposed amendment to Ordinance 27-3 will permit the Board by resolution to temporarily change and/or reduce office hours. The resolution in Attachment B provides for the closure of County offices during the furlough period and memorializes the Board's direction to implement the furlough program for management and other unrepresented employees along with the labor organizations who entered into agreements with the County.

The 64-hour furlough covers the majority of the County's workforce. In fact, 77% of the County's workforce is participating in some manner to assist the organization in addressing its financial challenges. Public Safety will not be furloughed; however, the Deputy Sheriff's Association (DSA) agreed to delay scheduled salary adjustments and the Sheriff's Managers Association (SMA) agreed to delay and decrease the amount of the scheduled pay increases.

Discussions for potential cost mitigation agreements continue with the Probation Police Officers Association (PPOA) and with the Firefighters Local 2046.

Background:

In order to address the County's fiscal challenges, sustain service levels, and mitigate the need for significant workforce reductions, the Board directed staff to enter into discussions with labor organizations to implement a mandatory furlough, as well as delay previously negotiated salary adjustments. The Board further directed that a wage freeze be implemented for executives and managers and that a mandatory furlough be implemented for management and other unrepresented employees for the same number of hours as the labor organizations. As a result of discussions with labor, Local 620, ETA, and UAPD agreed to a mandatory 64-hour furlough program.

Executives and managers wages will be frozen through January 2010, and management and other unrepresented employees will participate in the 64-hour mandatory furlough. Per the agreements with the labor organizations County operations, to the maximum extent possible, will close between December 22, 2008 and January 4, 2009. A comprehensive communication plan will be implemented regarding the furlough.

The County Code currently specifies the general operating hours of County offices as every day of the week "except Saturdays, Sundays, and holidays." The proposed amendment to Ordinance 27-3 will permit the Board, by resolution, to temporarily reduce or change office hours to support the implementation of the furlough when financially necessary and in the best interest of the County.

Fiscal Analysis:

The savings for the mandatory furlough, wage reductions, deferrals or freezes, along with previously negotiated health care cost reductions is approximately \$10.1M County-wide. Of this amount, approximately \$4.8M is general fund savings and \$5.2M is non-general fund.

Attachments:

A: Ordinance Amendment

B: Resolution – Memorializing the implementation of the furlough program for management and other unrepresented employees and authorizing department heads to reduce/change operational hours in order to implement the furlough program

C: Furlough Operational Plan

cc: Dennis Marshall, County Counsel
Bob Geis, Auditor Controller
John Jayasinghe, CEO's Office