



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

Submitted on:
(COB Stamp)

Department Name: Human Resources
Department No.: 064
Agenda Date: April 8, 2025
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Kristine Schmidt, Human Resources Director
Contact Info: Erin Jeffery, Fiscal & Workforce Planning Division Chief, 805-568-2808
SUBJECT: Salary Range Adjustment for Deputy Chief Probation Officer

DocuSigned by:
Kristine Schmidt
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County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and ratify a salary range adjustment to the classification of Deputy Chief Probation Officer (Class #008107, Range #8107) effective February 3, 2025, to increase the salary range to \$80.536 - \$102.784/hour; and
- b) Determine that the above actions are exempt from California Environmental Quality Act (CEQA) review per CEQA Guidelines Section 15378(b)(4) since the recommended actions are government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

The recommended action approves a salary adjustment of approximately 2.44%, effective February 3, 2025, for the classification of Deputy Chief Probation Officer, which was mistakenly omitted from the list of management and appointed executive salary adjustments previously approved by the Board of Supervisors (Board) on December 17, 2024.

Background:

On December 17, 2024, the Human Resources Department brought recommendations to the Board for salary adjustments for certain management and appointed executive classifications resulting from the updated labor market salary survey, including corresponding adjustments to maintain internal salary alignment and compaction differentials between supervisors and subordinate staff. These recommended salary adjustments were approved and effective February 3, 2025, however, the

Deputy Chief Probation Officer salary adjustment was inadvertently omitted from the list of recommended management salary range adjustments. Today's recommended action increases the salary range for the Deputy Chief Probation Officer retroactive to February 3, 2025, in order to establish internal salary alignment between the Deputy Chief Probation Officer and the Probation Chief Financial and Administrative Officer.

Fiscal and Facilities Impacts:**Budgeted: Yes****Fiscal Analysis:**

The fiscal impact of the approximate 2.44% increase to the Deputy Chief Probation Officer job classification is approximately \$11,460 for FY 2024-25 (retroactive to February 3, 2025). The annualized cost of the recommended salary adjustment is approximately \$24,830.

The department anticipates sufficient salary savings to absorb the increased costs through the remainder of FY 2024-25. In FY 2025-26, the proposed salary adjustments will be included in the department's requested budget, and subject to Board approval through the budget development process.

Impacts of "funding status" of pension fund: Santa Barbara County Employees' Retirement System (SBCERS) makes certain actuarial assumptions regarding salaries in determining the funding status of the retirement plan. SBCERS estimates a general wage inflation component of 3.00% per year, plus a longevity and promotion component of between 0.38% and 4.75% for General employees and between 0.75% and 6% for safety members, depending on years of service. It is not expected that increases will exactly meet these assumptions in any one year. Rather, these assumptions represent the net effect over long stretches of time (20-30 years). Variation from one year to another can have an impact to the overall plan funding.

Provided actual salary growth does not exceed SBCERS assumptions over the long term and, the County makes regular pension contributions on the actual salaries granted, absent other negative factors, the County should continue to see progress towards fully funding the plan. SBCERS conducts a review of its salary assumptions every three years as part of an actuarial experience study. The study and resulting assumption changes adopted by SBCERS serve as a control that ensures the wage growth assumptions used to value the plan does not materially differ from actual wage growth over time.

The increase proposed herein will, in the aggregate with the 2.5% general wage increase applied to the Deputy Chief Probation Officer salary range in PP2024-15 in accordance with the Management, Appointed Executive, and Confidential-Unrepresented Compensation and Benefits Resolution, exceed this actuarial assumed increase of 3% per year (compounded annually) resulting in actuarial losses to the funding status of the plan that will be netted against possible future year gains, losses and a variety of other factors including investment results, general inflation, and changes in member population demographics like mortality and gender.

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Special Instructions:

Please email one copy of the Minute Order to HRPositionControlDG@countyofsb.org and HRBLCoordinator@countyofsb.org

Authored by:

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Fiscal and Workforce Planning Division Chief
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cc:

Mona Miyasato, County Executive Officer
Rachel Van Mullem, County Counsel
Holly Benton, Chief Probation Officer