



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  
**Department No.:** 012  
**For Agenda Of:** September 22, 2015  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 3/5

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**TO:** Board of Supervisors

**FROM:** Jeri Muth, Human Resources Director, 568-2816  
Contact Info: Joseph Pisano, Employee Relations Manager, 568-2839

**SUBJECT:** *Terms and Conditions of Employment: Deputy Sheriffs' Association*

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**County Counsel Concurrence**

As to form: N/A

**Other Concurrence:**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve a successor Memorandum of Understanding between the County and the Deputy Sheriffs' Association for the period September 28, 2015 through June 18, 2017 as it appears in Attachment A (changes are tracked in Attachment B, with significant changes summarized in Attachment C);
- b) Approve the side letter agreement with the Deputy Sheriffs' Association in Attachment D to provide a bank of 32 hours of paid leave time to all employees in job classifications represented by the union, effective as soon as practicable, related to office holiday closure; and

- c) Determine that these actions are exempt from California Environmental Quality Act (CEQA) review as it is not a project pursuant to CEQA Guidelines section 15378 (b) (2).

**Summary Text:**

The most recent Memorandum of Understanding (MOU) between the County of Santa Barbara and the Deputy Sheriffs' Association (DSA) expired on February 15, 2015. The parties have met and conferred in good faith since January 2015 and have reached a tentative agreement for a successor MOU that governs terms and conditions of employment for this group through June 18, 2017 as set forth in Attachment A. The recommended actions approve the proposed successor MOU. Changes to the previous MOU are tracked in Attachment B, and significant changes are summarized below and in Attachment C. This Board letter has been filed with the Association's knowledge in anticipation of its members' ratification of the tentative agreement prior to the Board meeting on September 22, 2015.

The recommended actions would also provide a bank of 32 hours of paid time off for all employees in job classifications represented by DSA related to holiday office closures per the tentative agreement in Attachment D. The paid leave time is being provided in conjunction with efforts to close County offices to the greatest extent possible from December 28, 2015 through December 31, 2015 so that employees can take time off during that period. This is being negotiated with all unions; when completed, staff will return to the Board with required actions to implement the closure.

**Background:**

The DSA currently represents approximately 464 employees working in the Sheriff's Department and the District Attorney's Office. The parties have reached a tentative agreement for a successor MOU that expires on June 18, 2017. The recommended actions approve this MOU, which is set forth in full in Attachment A, with substantive and ministerial changes from the previous MOU tracked in Attachment B. The agreement includes the same concessions in retirement benefits and vacation cash-out previously agreed to by all of the County's non-safety bargaining groups in 2011 and 2012, and by the Probation Peace Officers Association earlier this year. In addition, the successor MOU includes other significant changes from current terms and conditions of employment for employees represented by the DSA as summarized below:

- Elimination of an employer-paid retirement offset for current and future employees of \$73.00 biweekly for sworn DSA represented employees and of \$40.00 biweekly for non-sworn DSA represented employees
- Elimination of retiree medical benefits for employees hired on or after September 28, 2015
- Elimination of employees' ability to cash out up to 40 hours of accrued vacation leave annually, effective September 28, 2015

- A 2.0% wage increase for all DSA represented classifications, effective September 28, 2015
- An additional wage increase of \$0.30 per hour for employees in the classification of Deputy Sheriff Trainee, effective September 28, 2015
- A prospective change to expand the degrees that qualify for existing educational incentive allowances for certain DSA represented employees, effective September 28, 2015
- A 2.0% wage increase for all DSA represented classifications, effective July 4, 2016
- An increase in bilingual allowance from \$30.00 to \$57.69 biweekly, for use of bilingual skills in English and Spanish or any other language used regularly and frequently in the course of employees' duty assignments, effective July 4, 2016
- An increase in Uniform Allowance for employees in Custody classifications assigned to the Alternative Sentencing Bureau/Electronic Monitoring from \$525 to \$825 annually (the same level currently received by employees in Deputy Sheriff Classifications), effective July 4, 2016
- A special duty allowance of \$75 biweekly for employees in Communications Dispatch classifications who become Certified Emergency Medical Dispatchers, effective July 4, 2016
- Eligibility for employees in Sheriff's Helicopter Pilot and Communications Dispatch classifications to qualify for existing educational incentive allowances, effective July 4, 2016

Regarding the holiday closure, during the Fiscal Year 2015-2016 budget deliberations, Board of Supervisors' Chair Janet Wolf expressed interest in potentially negotiating with all unions to consider closing County offices between Christmas and New Year's Day as a benefit to employees. Subsequently a survey of County employees rated closing operations to the extent possible during that time period second among the top five ideas for increasing employee engagement. As a result, the Board directed staff to negotiate a closure between the Christmas 2015 and New Year's Day 2016 holidays with all employee groups.

Therefore, the tentative agreement in attachment D includes a bank of 32 hours of paid leave for DSA represented employees to use to the extent departments where they work are able to implement that closure. Employees in work locations that are unable to close from December 28, 2015 through December 31, 2015 will have until January 1, 2017 to use all 32 hours, at which time any remaining hours will expire. There is no cash value associated with any of these hours if employees separate from County service before using them and no direct cost.

**Fiscal Analysis:**

**Budgeted: No**

	<b>FY 2015-16</b>	<b>FY 2016-17</b>
2% Salary Increase	\$ 1,094,000	\$ 1,779,000
Offsets (a)	(1,044,000)	(242,000)
All Other (b)	20,000	209,000
<b>Total Impact</b>	<b>\$ 70,000</b>	<b>\$ 1,746,000</b>
% Discretionary General Fund	57%	57%
General Fund \$	\$ 39,900	\$ 995,220
Department \$	\$ 30,100	\$ 750,780

**Notes:**

(a) - includes elimination of retirement offset, vacation payout and OPEB for new employees.

(b) - includes various small allowances for bilingual, uniform, education and other special pay adjustments

The recommended actions above were not contemplated in the FY 2015-16 budget; however, the impacts on the current year are negligible and should be able to be absorbed into the Sheriff’s budget. These changes will affect approximately 464 employees in the Sheriff’s Department and District Attorney’s Office and include both concessions and enhancements to wages and benefits. The total estimated incremental net increases in costs of the recommended actions are approximately \$70,000 for the remainder of Fiscal Year 2015-16 and approximately \$1,746,000 annually beginning in Fiscal Year 2016-17.

In addition to the above adjustments, DSA members will now receive 32 hours of paid leave time. The Sheriff’s operations, as related to DSA staff, are primarily 24/7 functions and they will not be able to close for the holiday period. The Sheriff’s budget anticipates a certain level of time off that requires additional staff to backfill. If total time off is increased, it could require additional overtime, depending on staff availability. The Sheriff’s Department will need to manage approved time off to ensure that these paid leave hours do not result in significantly increased costs related to backfilling.

- cc: Mona Miyasato, County Executive Officer
- Robert W. Geis, Auditor-Controller
- Bill Brown, Sheriff-Coroner
- Joyce E. Dudley, District Attorney

- Attachment A: Deputy Sheriffs’ Association MOU
- Attachment B: Deputy Sheriffs’ Association MOU – Changes Tracked
- Attachment C: Summary of Significant Changes to Deputy Sheriffs’ Association MOU
- Attachment D: Tentative Side Letter Agreement re. 32 Hours Paid Leave Time