



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: 5/15/2007
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s) Susan Paul Assistant CEO/HR Director, 568-2817
Contact Info: Jeri Muth, Assistant HR Director, 568-2816
Joseph Pisano, Senior HR Analyst, 568-2839
SUBJECT: Proposed Equity Adjustments and MOU Changes

County Counsel Concurrence:

As to form: Yes No N/A

Auditor-Controller Concurrence:

As to form: Yes No N/A

Other Concurrence: N/A

As to form: Yes No N/A

Recommended Action(s):

That the Board adopt:

- a) a resolution effective May 21, 2007 providing equity adjustments for certain classifications represented by the Service Employees International Union, Local 620 (SEIU Local 620) as set forth in Attachment A,
- b) a resolution effective October 8, 2007 providing equity adjustments for certain classifications represented by SEIU Local 620, as set forth in Attachment B,
- c) a resolution effective May 21, 2007 providing equity adjustments for incumbents in certain social worker classifications represented by the Service Employees International Union Local 535 (SEIU Local 535) as set forth in Attachment C,
- d) a resolution effective May 21, 2007 providing salary adjustments for unrepresented attorneys, as set forth in Attachment D, and

That the Board approve:

- e) effective May 21, 2007, establishing incentive pay for incumbents in certain accounting classifications identified in this letter for earning and maintaining Certified Public Accountant (CPA) licensure, and

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- f) effective May 21, 2007, amending the Memorandum of Understanding (MOU) with SEIU Local 620 to make three additional classifications eligible for Weekend Differential pay.

Summary:

This item brings a number of proposed equity adjustments and other compensation changes for Board approval as summarized below.

SEIU Local 620 Equity Adjustments (Attachment A)

SEIU Local 620 Equity Review Classifications

The proposed adjustments for classifications represented by SEIU Local 620 are recommended in accordance with the 2004-2007 collective bargaining agreement. The classifications submitted are largely aligned with the County's business needs, particularly those impacting healthcare service providers, which continue to be hard to fill positions. In addition to adjustments for healthcare workers, the proposed equity increases include workers who maintain County facilities and vehicles, supply reprographics services, and provide visitor services in County parks.

Accountant-Auditor Classifications

The Auditor-Controller approached CEO/HR with concerns about the competitiveness of salaries for Accountant Auditor classifications. Employees in these classifications provide professional accounting services to support program activities in the Auditor-Controller's Department or are responsible for audits of departments, boards, or institutions under control of the Board of Supervisors, or of districts whose funds are kept in the County treasury. Turnover in Accountant-Auditor classifications has been consistently higher than experienced in the general County workforce over the last three years, and County salaries for these classifications are well below the market.

The following table summarizes current market position and recommendations for the proposed equity adjustments for classifications represented by SEIU Local 620.

<u>Primary Job Class Affected</u>	<u>Current Market Position</u>	<u>Proposed Equity Adjustment</u>	<u>Total of Impacted Employees</u>
ADMHS Caseworker	-14.6%	6%*	17
ADMHS Practitioner	-17.2%	6 %*	72
Clinical Psychologist	-10.1%	6 %*	13
Medical Assistant	-17.3%	6 %*	101

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<u>Primary Job Class Affected</u>	<u>Current Market Position</u>	<u>Proposed Equity Adjustment</u>	<u>Total of Impacted Employees</u>
PH Nutritionist	-16.8%	10*%	13
Bldg Maintenance Worker	-27.4%	5%	45
Equipment Mechanic	-15.5%	5%	28
Offset Equip Operator	-16.3%	5%	6
Park Ranger II	-9.8%	5%	36
Accountant-Auditor III	-17.3%	10%	2
Accountant-Auditor II	-13.5%	5%	8
Total			341

* These adjustments would be phased in to help manage costs – for PH Nutritionists and related classifications, 5% in May 2007 and 5% in October 2007; for other classifications asterisked, 4% in May 2007; 2% in October 2007. The October adjustments are detailed in the resolution in attachment B.

SEIU Local 535 Equity Adjustments (Attachment C)

Social Worker Classifications

CEO/HR has been in discussions with SEIU Local 535 as part of a contractual re-opener to discuss equity adjustments for social worker classifications. Social Workers serve individuals, families, and the community in a variety of critical ways, for example by assessing clients’ basic needs and matching them with available resources, by licensing and supervising foster homes, and by investigating and responding to complaints of child, elder, and dependent adult abuse. Salaries for these employees are below market rates in comparison counties as noted in the table below, which also notes CEO/HR’s recommended adjustment for these classifications.

<u>Primary Job Class Affected</u>	<u>Current Market Position</u>	<u>Proposed Equity Adjustment</u>	<u>Total of Impacted Employees</u>
Social Services Worker	-6.6%	3%	106

As part of the discussions, SEIU Local 535 has agreed to work collaboratively with the Department of Social Services (DSS) to develop a performance based component to the salary structure for these classifications; therefore, the recommended configuration for adjusting social worker compensation includes a lump sum payment not to exceed 3% of annual salary for incumbents in social worker classifications as per terms agreed upon by the County and SEIU Local 535.

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Salary Adjustments for Unrepresented Attorneys (Attachment D)

The resolution in attachment D provides for a 1.5% salary adjustment for unrepresented attorneys in the County Counsel, Child Support Services, and Public Defender's offices.

CPA Incentive

The Auditor-Controller has long encouraged his accounting and management staff to earn and maintain CPA licenses as the skills and knowledge gained through the CPA process greatly increase the overall capacity of the department. Although the process for earning a CPA is onerous and requires employees to incur some costs for continuing education and licensure, currently the County provides no incentive for achieving and maintaining this license. CEO/HR recommends that the Board approve a 5% CPA incentive for the following classifications in the Auditor-Controller's office:

Accountant-Auditor I/II
Accountant-Auditor III
Audit Supervisor
Cost Analyst I
Cost Analyst II
Financial Accounting Analyst
Financial Accounting Analyst -Restricted
Financial Systems Analyst I
Financial Systems Analyst II
Financial Systems Analyst, Sr.
Financial Systems Analyst I-Restricted
Financial Systems Analyst II-Restricted
Financial Systems Analyst, Sr.-Restricted

Weekend Differential for ADMHS CARES Program Staff

The current MOU with SEIU Local 620 identifies fourteen classifications as eligible to receive a premium pay of \$2.00 per hour for all hours worked on a scheduled weekend shift. Since the MOU was negotiated, ADMHS has established the CARES Crisis Services Program, which helps keep mental health services clients out of jail and the Psychiatric Health Facility (PHF) by providing assessment, treatment, and short-term care on evenings and weekends. CARES staff is comprised of employees in job classifications currently eligible for the Weekend Differential in addition to employees in three job classifications who are not currently eligible for the Weekend Differential: Patient Representative, ADMHS Caseworker, and ADMHS Team Supervisor. ADMHS and CEO/HR recommend that the Board include the three additional classifications among those eligible to receive the \$2.00 per hour Weekend Differential.

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Fiscal and Facilities Impacts:

Budgeted: Yes No

Fiscal Analysis:

The cost of each of the recommended adjustments has been planned for as part of the County's Strategic Financial Plan and is detailed below.

Equity Adjustments for Represented Employees

The proposed equity adjustments for employees represented by SEIU Local 620 would affect 341 employees in departments Countywide. The estimated cost for these adjustments for the remainder of Fiscal Year 2006-07 is approximately \$110,500, and approximately \$1,179,000 for Fiscal Year 2007-08. Because some adjustments are staggered to help manage costs, the fully annualized cost of approximately \$1,261,000 will occur in Fiscal Year 2008-09. Of the fully annualized cost, approximately \$214,000 would be in the form of the County's contribution to the retirement system.

The proposed equity adjustments for employees represented by SEIU Local 535 would affect 106 employees, 93 of whom are in DSS, with the remaining 13 in the Public Defender and District Attorney's offices and in the Public Health Department. The estimated cost for the proposed adjustments would be approximately \$201,300 for the remainder of Fiscal Year 2006-07 and annually thereafter. Of the fully annualized cost, approximately \$34,000 would be in the form of the County's contribution to the retirement system.

Salary Adjustments for Unrepresented Attorneys

The proposed adjustments for unrepresented attorneys would affect a total of 66 employees in the County Counsel, Child Support Services, and Public Defender's offices. The estimated cost for these adjustments would be approximately \$16,500 for the remainder of Fiscal Year 2006-07 and approximately \$142,000 annually thereafter. Of the fully annualized cost, approximately \$25,000 would be in the form of the County's contribution to the retirement system.

CPA Incentive

Establishing this incentive would make certain employees in the Auditor-Controller's Department eligible for a 5% increase in pay. The estimated cost for this incentive program is approximately \$52,000 annually. Of the annualized cost, approximately \$8,900 would be in the form of the County's contribution to the retirement system.

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Weekend Differential for ADMHS CARES Program Staff

At currently planned service levels ADMHS anticipates that four employees will be required to staff the CARES program on each weekend day. The total cost of paying four employees the weekend differential rate is approximately \$8,500 annually. Of the annual cost, approximately \$1,500 would be in the form of the County's contribution to the retirement system. Some employees who will be assigned to staff the CARES program are already eligible for the Weekend Differential, so the fiscal impact of making the three additional classifications in the staffing pool eligible for the Weekend Differential is relatively small.

The biannual actuarial study of the Santa Barbara County Retirement System as adopted by the Retirement Board includes certain economic and non-economic assumptions in setting the employer's contribution rate, which is used to estimate the impact of the recommended actions on the County's contribution to the retirement system.

Staffing Impact(s):

Legal Positions:

FTEs:

Special Instructions:

Please send one copy of each of the approved resolutions to Susan Kean in the Human Resources Department.

Attachments:

Authored by: Joseph Pisano

cc:

Auditor-Controller
County Counsel
County Executive Officer
Department Heads Affected by the Adjustments