



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: Human Resources  
Department No.: 064  
For Agenda Of: November 2, 2021  
Placement: Administrative  
Estimated Time:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** Department Maria Elena De Guevara, Human Resources Director  
Director 568-2816  
Contact Info: Robert Clark, Employee Relations Manager  
568-2829  
**SUBJECT:** Memorandum of Understanding, Deputy District Attorneys Association

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence:

As to form: N/A

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- A. Approve a Memorandum of Understanding with the Deputy District Attorneys Association (DDAA) for terms and conditions of employment through June 23, 2024 as set forth in Attachment A, and
- B. Determine pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4) that the above action is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and therefore is not a project subject to environmental review.

**Summary Text:**

The County and DDAA have reached a tentative agreement for a successor MOU, and the agreement has been ratified by the DDAA members.

**Background:**

The DDAA currently represents approximately 51 employees who work in the District Attorney's Office. The most recent Memorandum of Understanding (MOU) between the County and the Deputy District Attorneys' Association (DDAA) expired on June 27, 2021. The parties have met

and conferred in good faith and have reached potential agreement for an MOU that would govern terms and conditions of employment for this group through June 23, 2024 as set forth in Attachment A.

The recommended actions approve the proposed MOU covering three fiscal years. The MOU provides unit-wide wage increases, contributions for dependent medical insurance, addition of the Juneteenth holiday, a temporary increase in vacation accrual limits, and potential equity adjustments based on a classification study. The MOU also contains language clarifications in several sections. Wages are increased by 3% for the balance of the current fiscal year, and 2.5% and 2% in the following two years.

Historically, the County has contributed an amount equal to the employee only medical premium, based on the EPO-Low medical insurance plan. All of the agencies in our labor market also contribute toward dependent coverage. The MOU provides that the County will contribute an additional \$25 twice-monthly for employee plus one dependent and an additional \$155 twice-monthly for employee plus two or more dependents in plan year 2023. Those amounts will be increased to \$50 twice-monthly for one dependent and \$310 twice-monthly for two or more dependents in plan year 2024.

In March of 2020 the County agreed to conduct a classification study of all classifications represented by the Deputy District Attorney’s Associations (and other represented attorneys). That study was delayed in part due to COVID. The MOU provides that the parties will meet in Fall of 2021 to discuss restarting that effort, and the MOU provides an amount up to one half of one percent (0.5%) of unitwide wages on June 26, 2023, for salary adjustments based on the classification study.

During the COVID emergency, some employees were not able to take the normal amount of vacation, and in some cases reached or exceeded the maximum vacation accruals. The MOU provides a temporary 40 hour increase in the maximum accruals during the term of the agreement. If the employee exceeds the old maximum at the end of the agreement, they will stop accruing vacation until their balance returns to the old limit.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

The approximate initial incremental cost increases, as well as the ongoing cost of each component of the tentative agreement with the DDAA, are estimated by fiscal year in the table below:

<b>Proposed DDAA MOU Provisions</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>Total</b>
3.0% wage increase as soon as practicable after Board approval	195,065	316,987	316,987	829,043
2.5% wage increase 7/22		273,401	273,401	546,802
Dependent medical premium 1/23		27,547	55,149	82,732
2.0% wage increase 7/23			225,283	225,283
0.5 % classification study 6/26/23			57,447	57,447

Dependent medical premium 1/24			27,574	27,574
<b>Total</b>	<b>195,069</b>	<b>617,962</b>	<b>955,840</b>	<b>1,768,871</b>

**Attachments:**

Attachment A: DDAA MOU

Attachment B: DDAA MOU – Changes Tracked

**Authored by:** Robert Clark

**cc:** Mona Miyasato, County Executive Officer  
Rachel Van Mullem, County Counsel  
Joyce E. Dudley, District Attorney  
Betsy Schaffer, Auditor Controller