



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

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, Civil Attorneys Association

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 Civil Attorneys Association (CAA) for terms and conditions of employment through June 23, 2024 as set forth in Attachment A, and
- B. Provide equivalent salary adjustments, dependent health contributions, holiday provisions, and vacation accrual provisions for similarly situated unrepresented attorneys in unit 36 as is provided to attorneys represented by the CAA, and
- C. 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 CAA have reached a tentative agreement for a successor MOU, and the agreement has been ratified by the CAA members.

Background:

The CAA currently represents approximately 25 employees who work in the County Counsel's office and in the Child Support Services Department. The most recent Memorandum of Understanding (MOU) between the County and the Civil Attorneys' Association (CAA) 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 Civil Attorneys 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 in 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.

The recommended actions would also provide equivalent terms and conditions of employment to four unrepresented attorneys in unit 36.

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 CAA, are estimated by fiscal year in the table below:

Proposed CAA MOU Provisions	FY 21-22	FY 22-23	FY 23-24	Total
3.0% wage increase as soon as practicable after Board approval	112,921	183,497	183,497	508,145
2.5% wage increase 7/22		157,502	157,502	315,003
Dependent medical premium 1/23		15,240	30,480	45,720
2.0% wage increase 7/23			129,151	129,151
0.5 % classification study 6/26/23			32,934	32,934
Dependent medical premium 1/24			15,240	15,240
Total	112,921	356,238	533,583	1,017,963

Estimates for the terms applied to unrepresented attorneys in unit 36 appear in the table below:

Proposed Unit 36	FY 21-22	FY 22-23	FY 23-24	Total
3.0% wage increase as soon as practicable after Board approval	18,466	30,007	30,007	83,896
2.5% wage increase 7/22		25,756	25,756	51,512
Dependent medical premium 1/23		2,501	5,001	7,502
2.0% wage increase 7/23			21,120	21,120
Dependent medical premium 1/24			2,501	2,501
Total	18,466	58,263	84,384	161,113

Attachments:

- Attachment A: CAA MOU
- Attachment B: CAA MOU – Changes Tracked

Authored by: Robert Clark

cc: Mona Miyasato, County Executive Officer
 Rachel Van Mullem, County Counsel
 Joni Maiden, Director of Child Support Services
 Betsy Schaffer, Auditor Controller