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**Human Resource Services**

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May 24, 2022

Honorable Board of Supervisors  
County of Alameda  
1221 Oak Street, Suite 536  
Oakland, California 94612-4305

SUBJECT: ADOPT: 1) A SIDELETTER OF AGREEMENT WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION (“SEIU”) LOCAL 1021; AND 2) SALARY ORDINANCE AMENDMENTS TO ADD SUBSECTION 3-12.95; TO UPDATE SUBSECTION 3-17.15; AND TO EXTEND SUBSECTION 3-21.103

Dear Board Members:

**RECOMMENDATIONS:**

- A. Adopt a Sideletter of Agreement (“SLA”) between the Service Employees International Union (“SEIU”) Local 1021 and the County of Alameda (“County”) to add subsection 5.I. (Shop Steward/Elected Officers Extended Leave of Absence) in accordance with the provisions of Senate Bill (“SB 1085”)/Government Code Section 3558.8.
- B. Adopt Salary Ordinance amendments to amend Article 3:
  - i. Section 3-12. (Health Care Services Agency), by adding new subsection 3-12.95 to establish a footnote for one (1) employee in the classification of Program Specialist (Job Code (“JC”) #0305PA), who is assigned lead responsibilities within a work unit in the Health Care Services Agency (“HCSA”) Alameda County Behavioral Health (“ACBH”) Vocational Services Division, to receive an additional five percent (5%) compensation of base pay effective June 12, 2022;
  - ii. Section 3-17 (Sheriff’s Department), by updating subsection 3-17.15, a footnote for one (1) employee in the classification of Emergency Services Dispatch Supervisor (JC #1887SM) when assigned the communications training supervisor function in the Alameda County Sheriff’s Office (“ACSO”) Emergency Services Dispatch Center, shall receive an additional five percent (5%) compensation of base pay effective June 12, 2022. In addition, a footnote for up to five (5) employees in the classification of Emergency Services Dispatcher II (JC #1885NM) when assigned the communications training officer function in ACSO Emergency Services Dispatch Center, shall receive an additional five percent (5%) compensation of base pay retroactive to February 6, 2022; and
  - iii. Section 3-21 (Miscellaneous), by extending subsection 3-21.103, a footnote for additional compensation of 10% of the base pay for one (1) employee when authorized by the County Administrator and assigned overall countywide responsibility on workplace safety compliance and related duties and countywide special projects to July 8, 2023.

**DISCUSSION/SUMMARY:**

Effective January 1, 2019, Section 3558.8 was added to the Government Code requiring public employers to grant reasonable leaves of absence without loss of compensation or other benefits for the purpose of enabling employees to serve as stewards or officers of an exclusive representative. As a result of such legislation, SEIU Local 1021 requested to meet and confer to establish a provision within the 2015-2022 Memorandum of Understanding (“MOU”) between the County

and SEIU Local 1021 (collectively herein as "the Parties") to allow such leave. The Parties met and conferred and reached agreement in March 2022 and signed a SLA (attached) codifying the process that SEIU Local 1021 must follow to request such leaves of absence for stewards or officers. Staff recommends your Board adopt the SLA that amends subsection 5.I. (Shop Steward/Elected Officers Extended Leave of Absence) of the MOU.

In addition, as a result of a reclassification study, staff recommends that your Board approve the creation of a new footnote for one (1) employee in the classification of Program Specialist (JC #0305PA), to receive an additional five percent (5%) compensation of base pay effective June 12, 2022, when assigned lead responsibilities within a work unit in the HCSA Alameda County Behavioral Health ("ACBH") Vocational Services Division. During the reclassification audit, it was determined that the employee is performing duties outside of the scope of their classification as a Program Specialist, specifically, the employee is functioning in a lead capacity providing oversight, guidance, training, coaching and interpretation/implementation of program policies and procedures within the unit. The ACBH will be reviewing their current organizational structure and staffing plan to determine a more appropriate and permanent solution, therefore the request for said footnote shall be temporary. The Director of Human Resource Services will review this footnote on or before December 25, 2023.

Furthermore, at the request of ACSO, staff concurs and recommends that your Board approve an amendment to subsection 3-17.15 of the Salary Ordinance to: 1) specify that one (1) employee in the classification of Emergency Services Dispatch Supervisor (JC #1887SM) will receive an additional five percent (5%) compensation of base pay when assigned the communications training supervisor function in ACSO Emergency Services Dispatch Center effective June 12, 2022; and 2) increase the number of eligible employees in the classification of Emergency Services Dispatcher II (JC #1885NM) from three (3) to five (5) to receive an additional five percent (5%) compensation of base pay when assigned the communications training officer function in ACSO Emergency Services Dispatch Center retroactive to February 6, 2022. The retroactive effective date for the latter is to appropriately compensate an employee who was assigned the communications training officer function since February 13, 2022. At that time, more than three (3) dispatcher trainees were hired which immediately required an additional training officer. The ACSO Office Emergency Dispatch Center has an ongoing operational need for additional training officers to provide new dispatcher trainees guidance and supervision during their probationary period. A newly-hired dispatcher trainee is required to go through rigorous training that can last up to two (2) years before the dispatcher trainee is able to function independently. Increasing the number of training officers will increase ACSO's ability to train multiple dispatcher trainees simultaneously. The County met and conferred with each of the respective Unions and reached agreement on the amended language to the Salary Ordinance.

Lastly, staff recommends amending Section 3-21 (Miscellaneous) of the Salary Ordinance by extending the termination of subsection 3-21.103 to July 8, 2023. On November 23, 2021, your Board approved the extension of subsection 3-21.103, a footnote which provides one (1) employee an additional 10% compensation of the base pay when authorized by the County Administrator and assigned the overall countywide responsibility to provide guidance to County Agencies/Departments on workplace safety compliance; track and ensure communication and coordination between County Agencies/Departments, County Risk Management Unit, and partner agencies sharing County facilities on workplace safety compliance; and perform other related duties and countywide special projects to June 26, 2022; however the County determined it has an ongoing need for the current incumbent to continue performing these added functions. Therefore, staff recommends that said footnote to be extended to July 8, 2023 and shall be deleted from the Salary Ordinance upon the sunset date

**FINANCING:**

Funds are available in the 2021-2022 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the applicable recommendation.

**VISION 2026 GOAL:**

The annual Ordinance adoption meet the 10x goal pathways of **Employment for All** in support of our shared vision of a **Prosperous and Vibrant Economy**.

Very truly yours,

DocuSigned by:



29C022E934DA104  
Joe Angelo, Director  
Human Resource Services

c: CAO  
Auditor-Controller  
County Counsel  
Agency/Department Heads

By   
Kristy van Herick, Asst. County Counsel

O-2022-23

AN ORDINANCE AMENDING  
CERTAIN PROVISIONS OF THE 2021 – 2022  
COUNTY OF ALAMEDA SALARY ORDINANCE

The Board of Supervisors of the County of Alameda ordains as follows:

**SECTION I**

**Article 3, Section 3-12**, of the County of Alameda Salary Ordinance is hereby amended, to include the following, effective on the dates indicated below:

3-12.95 – Effective June 12, 2022, not to exceed one (1) employee in Job Code 0305PA in the Health Care Services Agency, Alameda County Behavioral Health, Vocational Services Division, when assigned lead responsibilities for providing oversight, guidance, training, coaching and interpreting program policies to staff within the respective assigned program, shall receive an additional five percent (5%) compensation of the base pay. This footnote shall be reviewed on or before December 25, 2023.

**SECTION II**

**Article 3, Section 3-17**, of the County of Alameda Salary Ordinance is hereby amended, to read as follows, effective on the dates indicated below:

3-17.15 – Effective June 12, 2022, ~~Not not~~ to exceed one (1) ~~person occupying a position under~~ employee in Job Code 1887, when assigned ~~responsibility the as a Communications communications Training training Supervisor-supervisor function in the Alameda County Sheriff's Office ("ACSO") Emergency Services Dispatch Center, and shall receive be compensated~~ an additional five percent (5%) compensation of the base pay. ~~three persons~~

Effective February 6, 2022, in addition, not to exceed five (5) employees in Job Code ~~occupying under job code~~ 1885 when assigned ~~responsibility as the Communications communications Training training Officers function in the ACSO Communications Dispatch~~ Emergency Services Dispatch Center, shall ~~receive receive be compensated~~ an additional ~~5 five~~ percent (5%) ~~compensation compensation of the base pay.~~

**SECTION III**

**Article 3, Section 3-17**, of the County of Alameda Salary Ordinance is hereby amended, to read as follows:

3-21.103 - Effective December 27, 2020, not to exceed one (1) employee when authorized by the County Administrator and assigned the overall countywide responsibility to provide guidance to County Agencies/Departments on workplace safety compliance; track and ensure communication and coordination between County Agencies/Departments, County Risk Management Unit, and partner agencies sharing County facilities on workplace safety compliance; and perform other related duties and countywide special projects, shall receive an additional 10% compensation of the base pay. This footnote will sunset on the earlier of ~~June 26, 2022~~ July 8, 2023, or when these duties are no longer assigned to the incumbent and shall be deleted from the Salary Ordinance upon the sunset date.

**SECTION IV**

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.

**THE FOREGOING** was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this 7<sup>th</sup> day of **June, 2022**, to wit:

**AYES:** Supervisors Brown, Haubert & President Carson – 3

**NOES:** None

**EXCUSED:** Supervisors Miley & Valle – 2



**PRESIDENT, BOARD OF SUPERVISORS**

File No: 30836  
Agenda No: 47  
Document No: O-2022-23



I certify that the foregoing is a correct copy of a Ordinance adopted by the Board of Supervisors, Alameda County, State of California

**ATTEST:**  
Clerk, Board of Supervisors

By: R. Bailey  
Deputy