



Lakeside Plaza Building
1401 Lakeside Drive, Suite 200
Oakland, CA 94612-4305
TDD: (510) 272-3703

Human Resource Services

September 1, 2015

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Salary Ordinance Amendment

Dear Board Members:

Recommendation:

Adopt a Salary Ordinance amendment to (1) establish a footnote for one position of Accounting Technician to address a compaction issue in the Sheriff's Office, (2) amend Section 3-9.3 to add the Assistant Chief of Inspector job classification to receive additional compensation under the District Attorney's Training Incentive Program and (3) modify the salary structure for the Assistant Chief Probation Officer and Deputy Chief Probation Officer job classifications from the current five-step salary range to a deep class salary range in the Probation Department.

Discussion/Findings:

The December 23, 2012 through April 8, 2017 Memorandum of Understanding with the Alameda County Management Employees Association (ACMEA), requires that management conduct a review of salaries for issues of compaction. As a result of our review, we are recommending a footnote be established for one position of Job Code 1315, Accounting Technician in the Sheriff's Office, to be compensated five percent above the base salary of Job Code 1314, Accounting Specialist I, to address a salary compaction issue as a result of the increase granted to Represented SEIU employees effective July 5, 2015. Additionally, we will review the footnote in approximately six months to see if an extension of the provisions are warranted. As such, the footnote will sunset January 3, 2016.

In addition, we are amending Salary Ordinance Section 3-9.3 to add the Assistant Chief of Inspector position, to receive additional compensation when certified as having met the eligibility criteria for the Training Incentive Program, similar to other District Attorney Job Classifications listed in the existing footnote provisions.

Lastly, the Probation Department has requested to modify the salary structure for Job Code 6145EM, Assistant Chief Probation Officer and Job Code 6124SM, Deputy Chief Probation Officer, from the current five-step (1-5) salary range to a "deep" class salary range, with (step-1 and step-5) only. This change will provide the Department greater flexibility when assessing merit increases. However, this action does not result in any increase in compensation for the respective job classifications.

Financing:

Funds are available in the 2015-2016 budget appropriation to pay the costs of these actions.

Very truly yours,

Mary Welch, Interim Director
Human Resource Services

MW:vb
Z/Board Letters/09.15.15 Salary Ordinance Amendment_Sheriff's Office_DA's Office_Prob Dept.

- Cc: County Administrator
- Auditor-Controller
- County Counsel
- Sheriff
- District Attorney
- Probation Chief

SECOND READING - CONTINUED FROM 09/15/2015

Approved as to Form
DONNA ZIEGLER, County Counsel

By _____



AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE 2014 – 2015 ALAMEDA COUNTY SALARY ORDINANCE

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

SECTION I

Article 3 of Ordinance Number 0-2014-47 of the County of Alameda is hereby amended by the addition thereto of the following notes to be effective on the dates shown.

- 3-17.51 Effective July 5, 2015, not to exceed one position under Job Code 1315M, Accounting Technician, when assigned the day-to-day supervision of Job Code 1314NM, Accounting Specialist I in the Sheriff's Office, shall be compensated 5% above the base rate of the Accounting Specialist I, position. The compensation provided by this footnote will terminate effective January 3, 2016.
- 3-14.24 Effective October 11, 2015, persons employed under Job Codes 6145EM and 6124SM, may be compensated at any biweekly amount within the range of salaries shown for that classification, as determined by the Chief Probation Officer.

SECTION II

Article 3 of Ordinance Number 0-2014-47 of the County of Alameda is hereby amended by the amendment thereof of the following note.

- 3-9.3 Any person occupying a position under Job Codes 8533CA, 8535CA, 8536SM, 8540SM, 8543SM, 8545SM, or 8575SM, **and Effective April 26, 2015 Job Code 8544SM**, designated as a peace officer as defined in Section 830.1 of the Penal Code, when certified as having met the criteria for eligibility established by the Board of Supervisors for the District Attorney's Training Incentive Program, shall for one year, effective on the first day of the calendar month following the certification of completion, be compensated an additional 7 percent which shall be renewable for a like period of time upon completion of 30 hours or 3 units of Department Head-approved seminars or courses prior to such renewal.

SECTION III

Article 3 of Ordinance Number 0-2014-47 of the County of Alameda is hereby amended by the amendment thereof of the following Salaries to be effective October 11, 2015.

ITEM	TITLE	STEP 01	STEP 02	STEP 03	STEP 04	STEP 05
6145	EM Assistant Chief Probation Officer	5156.00				6256.80
6124	SM Deputy Chief Probation Officer	4780.00				5809.60

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 the same in the Inter-City Express, a newspaper published in the said County of Alameda.