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Human Resource Services

October 10, 2023

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

SUBJECT: ADOPT SALARY ORDINANCE AMENDMENTS TO UPDATE: 1) SUBSECTION 1-1.1 TO INCREASE THE SALARIES FOR ASSISTANT SHERIFF (JC #0053), UNDERSHERIFF (JC #0055), RETIREMENT CHIEF TECHNOLOGY OFFICER, ACERA (JC #1365), SUPERVISING THERAPIST (JC #5870), ASSISTANT CHIEF THERAPIST (JC #5873), AND CHIEF THERAPIST (JC #5872); AND 2) SECTION 4-7

Dear Board Members:

RECOMMENDATION:

Adopt Salary Ordinance amendments to update:

- i. Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to increase the salaries for the classifications of 1) Assistant Sheriff (Job Code ("JC") #0053) and 2) Undersheriff (JC #0055) located in the Alameda County Sheriff's Office ("ACSO") by five percent (5%) retroactive to October 1, 2023; 3) Retirement Chief Technology Officer, ACERA (JC #1365) located in the Alameda County Employees' Retirement Association ("ACERA") by two and eleventh percent (2.11%) effective October 29, 2023; and 4) Supervising Therapist (JC #5870), 5) Assistant Chief Therapist (JC #5873), and 6) Chief Therapist (JC #5872) located in the Health Care Services Agency ("HCSA") by 20.32%, 20.41%, and 20.40%, respectively, retroactive to August 6, 2023; and
- ii. Article 4, Section 4-7 (Change to Position of Higher Grade) to provide at least a five percent (5%) salary increase when an employee is promoted to a higher salary-level classification, effective November 26, 2023.

DISCUSSION/SUMMARY:

On October 3, 2023, staff recommended contractually mandated salary increases for classifications represented by the Deputy Sheriffs' Association of Alameda County ("DSA") and the Alameda County Management Employees Association ("ACMEA") Sheriff's Sworn Unit 026, 027 and 028 ("Sheriff's Sworn"). In the 2021-2026 Memorandum of Understanding ("MOU") between the County of Alameda ("County") and ACMEA Sheriff's Sworn, Section 22. (Wages) stipulates that the salaries shall be increased by the same percentage amount and effective on the same date as the increases granted to the classification of Sergeant (JC #8617), represented by DSA. The salary increase effective October 1, 2023 for the classification of Sergeant (JC #8617) was five percent (5%). This contractually mandated salary increase in the ACMEA Sheriff's Sworn 2021-2026 MOU created compaction with the unrepresented Sheriff's sworn management classification of Assistant Sheriff (JC #0053) and its subordinate classification of Division Commander (JC #8635) represented by Sheriff's Sworn.

Historically, the unrepresented Sheriff's sworn management classifications of Assistant Sheriff (JC #0053) and Undersheriff (JC #0055) received the same increases and effective on the same dates as the classifications represented by the ACMEA General Government ("GG") Unit. On occasion, salary compaction issues arise between the classifications of Assistant

Sheriff (JC #0053) and Division Commander (JC #8635) as noted above, because ACMEA Sheriff's Sworn and ACMEA GG may receive different salary increases and effective on different dates. To address the current compaction issue and to avoid potential salary compaction issues in the future, staff recommends tying the salaries of the unrepresented Sheriff's sworn management classifications to the ACMEA Sheriff's Sworn. As such, staff recommends adjusting the salaries of the classifications of Assistant Sheriff (JC #0053) and Undersheriff (JC #0055), by five percent (5%) retroactive to October 1, 2023.

In addition, on October 3, 2023, the Human Resources Services ("HRS") Department recommended to your Board the creation of an unrepresented management departmental-unique classification of Cybersecurity Analyst, ACERA (JC #1374), to oversee the cybersecurity systems and processes and management of information technology projects in ACERA. Said new classification reports to the unrepresented management classification of Retirement Chief Technology Officer, ACERA (JC #1365) and the maximum hourly rate is \$87.99, which is comparable to the classification of Senior Technology Project Manager (JC #1852) located in the Information Technology Department, due to the similarities in duties and level and scope of responsibilities. The maximum hourly rate for the Retirement Chief Technology Officer, ACERA (JC #1365) is \$90.48, which is only two and eighty-three percent (2.83%) above the new Cybersecurity Analyst, ACERA (JC #1374) classification, thus creating compaction (less than five percent (5%) salary difference) between the supervisory and subordinate classifications. As such, staff recommends adjusting the salary for the classification of Retirement Chief Technology Officer, ACERA (JC #1365) by two and eleventh percent (2.11%) effective October 29, 2023, to correct the compaction issue.

Further, on June 13, 2023, and July 11, 2023, your Board adopted the successor MOU and a sideletter of agreement ("SLA") for special salary adjustments, respectively, between the County and the Service Employees International Union Local 1021. Following the adoption of the successor MOU and the SLA, the salary for the classification of Senior Therapist (JC #5865) was increased by six percent (6%) effective June 25, 2023 and an additional fifteen percent (15%) special adjustment effective August 6, 2023. At the request of HCSA, HRS conducted a salary compaction review of the management-level therapist classifications as a result of the increases (salary and special adjustment) received by the Senior Therapist (JC #5865) classification, and determined that the salary of the Supervising Therapist (JC #5870) classification is significantly below that of the subordinate classification. As such, staff recommends a 20.32% salary adjustment for the Supervising Therapist (JC #5870) classification to ensure that the salary is five percent (5%) above the Senior Therapist (JC #5865) classification. Further, as a result of said recommended salary adjustment for the Supervising Therapist (JC #5870) classification, staff recommends that the salaries for the classifications of Assistant Chief Therapist (JC #5873) and Chief Therapist (JC #5872) also be adjusted by 20.41% and 20.40%, respectively, to address compaction with each of the subordinate classifications. Due to critical staffing and operational needs, as well as to address the compensation of non-supervisory employees who were assigned to work out-of-class as Supervising Therapists, staff recommends applying the special adjustments for the management therapist classifications referenced above retroactive to August 6, 2023. Finally, the salary steps of the management therapist classifications are adjusted accordingly to ensure there is an approximate five percent (5%) difference between each step as outlined in the attached Salary Ordinance amendment.

Lastly, on April 25, 2023, staff provided your Board an update on the Recruitment Enhancement Project that is spearheaded by the Recruitment Task Force, consisting of committees with stakeholders from various County agencies and departments, to develop and implement recommendations through a countywide collaborative effort to address the County's ongoing recruitment and retention issues and challenges. Since then, on July 11, 2023, your Board approved one (1) of the initiatives, Initiative #9 (Employee Referral Incentive Program), that provides a financial incentive to eligible County employees to recruit individuals who have exceptional qualities and skills to apply for hard-to-fill County positions.

As the Recruitment Task Force continues with their efforts, on August 1, 2023, your Board authorized staff to extend offers to meet and confer to employee organizations on the impact of the decision to implement Initiative #12 (Provide More Flexibility in the Appointment and Promotion of Employees), specifically to provide at least a five percent (5%) salary increase when an employee is promoted to a higher salary-level classification as outlined in Section 4-7 (Change to Position

of Higher Class) of the Salary Ordinance. Since then, staff completed the meet and confer obligation and reached agreement with all employee organizations related to the aforementioned proposed change. As such, staff recommends that your Board approve the change to Section 4-7 (Change to Position of Higher Class) of the Salary Ordinance as outlined in the attached amendment.

SELECTION CRITERIA:

N/A

FINANCING:

Funds are available in the 2023-2024 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the recommendations.

VISION 2026 GOAL:

The recommendations 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:

Margarita Zamora

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Margarita Zamora, Interim Director
Human Resource Services

- c: County Administrator
- County Counsel
- Department/Agency Heads

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2023-2024
COUNTY OF ALAMEDA SALARY ORDINANCE

By 
Kristy van Herick, Asst. County Counsel

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

SECTION I

Article 1, Section 1-1, Subsection 1-1.1 of the County of Alameda Salary Ordinance is hereby amended thereto of the following job codes, titles, and salaries effective on the dates indicated below:

Item	MC	Title	Eff. Date	Unit Code	Step 01	Step 02	Step 03	Step 04	Step 05	FLSA
0053	EM	Assistant Sheriff	10/01/23	051					10,582.40 11,111.20	X
0055	EM	Undersheriff	10/01/23	051					11,468.00 12,041.60	X
1365	SM	Retirement Chief Technology Officer, ACERA	10/29/23	066	4,197.60 5,791.20				7,238.40 7,391.20	X
5870	SM	Supervising Therapist	08/06/23	R45	4,255.20 5,106.40	4,458.40 5,361.60	4,678.40 5,629.60	4,918.40 5,911.20	5,158.40 6,206.40	X
5872	SM	Chief Therapist	08/06/23	R45	4,686.40 5,629.60	4,904.80 5,911.20	5,148.00 6,206.40	5,414.40 6,516.80	5,683.20 6,842.40	X
5873	SM	Assistant Chief Therapist	08/06/23	R45	4,451.20 5,361.60	4,674.40 5,629.60	4,912.00 5,911.20	5,156.00 6,206.40	5,412.00 6,516.80	X

SECTION II

Article 4, Section 4-7 (Change to Position of Higher Grade) of the County of Alameda Salary Ordinance is hereby amended to read as follows:

~~A person who is promoted to a classification with a higher salary schedule, shall receive the amount provided in the schedule for the higher-level class which is next higher, but not less than 3 percent more than the hourly equivalent of the amount he/she was receiving in the lower-level class; provided however, that if the resultant increase in compensation is less than 5 percent of the hourly equivalent, the length of time required to be served in the new salary step as provided in Section 4-1 shall be reduced by one-half. Any increase received pursuant to this section shall not exceed the top step of the salary range for the higher-level class.~~

Effective November 26, 2023, when an employee is promoted to a higher salary-level classification, that employee shall be entitled to the next step in the compensation schedule of the higher-level classification, which is at least five percent (5%) above the salary rate the employee has been receiving, except that the next step shall not exceed the salary range of the higher-level classification.

SECTION III

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 24th day of **October, 2023**, to wit:

AYES: Supervisors Carson, Haubert, Marquez, Tam & President Miley – 5

NOES: None

EXCUSED: None

Mark Miley

PRESIDENT, BOARD OF SUPERVISORS

File No: 31082
Agenda No: 38
Document No: O-2023-57



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