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Human Resource Services

October 15, 2019

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

SUBJECT: ADOPT SALARY ORDINANCE AMENDMENTS TO 1) ADJUST THE SALARY FOR THE SERVICE SUPPORT SPECIALIST (JC #1133) CLASSIFICATION IN THE SOCIAL SERVICES AGENCY; 2) DELETE OBSOLETE SUBSECTIONS OF ARTICLE 3: 3-12.44, 3-18.13, 3-18.14, 3-18.17, 3-18.28, 3-18.38, and 3-21.68; AND 3) UPDATE SUBSECTION 3-17.4 OF ARTICLE 3 SECTION 3-17 (SHERIFF'S DEPARTMENT)

Dear Board Members:

RECOMMENDATIONS:

- A. Adopt Salary Ordinance amendments to:
 - i. adjust the salary for one (1) classification of Service Support Specialist (Job Code #1133) in the Social Services Agency (SSA) by approximately 2.1%, retroactive to June 2, 2019;
 - ii. delete various obsolete subsections of Article 3: 3-12.44; 3-18.13; 3-18.14; 3-18.17; 3-18.28; 3-18.38; and 3.21.68 as they are no longer applicable nor in use; and
 - iii. update subsection 3-17.4 of Article 3 Section 3-17 (Sheriff's Department) to remove an obsolete classification.

DISCUSSION/SUMMARY:

The County and the Service Employees International Union, Local 1021 (SEIU, Local 1021) agreed and determined, as part of the meet and confer process to end the In-Home Support Services (IHSS) Fair Labor Standards Act Pilot Unit in the SSA, that the duties performed by the clerical staff in the IHSS Division are at the level and scope of the Service Support Specialist (SSS) classification. SSA worked with staff to update the SSS classification specification to ensure it reflects the function of that classification, which was approved by the Civil Service Commission on September 25, 2019. Staff further verified that the scope and level of work of the SSS classification are equivalent to the Eligibility Support Clerk (ESC) classification and, as such, recommend increasing the salary of the SSS classification by approximately two and one-tenth percent (2.1%) so that it is commensurate with that of the ESC classification, retroactive to June 2, 2019. This will allow SSA to appropriately compensate designated staff in the Pilot Unit performing the work since June 2, 2019. Staff communicated these actions to the affected labor organization (SEIU, Local 1021), and they are in agreement to these actions. This also resolves the issue raised by SEIU, Local 1021 with the Public Employment Relations Board (PERB) and the related request for factfinding granted by PERB. The County will continue to work closely with SEIU, Local 1021 to address any outstanding issues.

Further, as part of the ongoing project to clean up the Salary Ordinance, we recommend deleting the following subsections of Article 3 of the Salary Ordinance: a) 3-12.44, because the Health Care Services Agency has not used the referenced footnote for over a decade and does not anticipate using in the foreseeable future; b) 3-18.13, 3-18.14, 3-18.17, and 3-18.28, because the SSA has not used the referenced footnotes for over a decade and does not anticipate using them in the foreseeable future; 3-18.38 because it is related to a system implementation that has already occurred and is no longer necessary; and c) 3-21.68, because the Community Development Agency has not used the referenced footnote for years and does not anticipate using it

in the foreseeable future. We also recommend updating subsection 3-17.4 of Article 3, Section 3-17 (Sheriff's Department) of the Salary Ordinance by removing job code 8505SM (Supervising Coroner's Investigator) from the referenced footnote because the classification (Supervising Coroner's Investigator) was abolished in 2016, and as part of clean-up to apply non-substantive formatting changes to this subsection. Staff notified the respective County Department/Agencies of these actions and they agreed to proceed with deleting or updating these subsections. In addition, the applicable labor organizations were notified of these actions and do not object to deleting or updating these subsections as recommended.

FINANCING:

Funds are available in the 2019 – 2020 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the applicable action. Otherwise, there is no net County cost as a result of those actions related to the Salary Ordinance clean-up.

VISION 2026 GOAL:

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

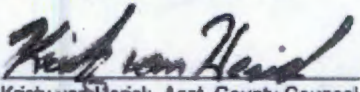
Very truly yours,



Joe Angelo, Director
Human Resource Services

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

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By 
Kristy van Herick, Asst. County Counsel

O-2019-47

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2019 – 2020
COUNTY OF ALAMEDA SALARY ORDINANCE

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

SECTION I

Article 1, Section 1-2, Subsection 1-2.2 of the County of Alameda Salary Ordinance is hereby amended thereto of the following job code, title and salary, to be effective on June 2, 2019.

Job Code	Title	Step 01	Step 02	Step 03	Step 04	Step 05
1133 NM	Service Support Specialist	1862.25	1950.00	2022.75	2118.75	2203.50

SECTION II

Article 3, Subsections 3-12.44, 3-18.13, 3-18.14, 3-18.28, 3-18.38, and 3-21.68 of the County of Alameda Salary Ordinance are hereby deleted in its entirety as follows:

~~3-12.44 — Any person employed under Job Code 6910PA, may be compensated an additional 10 percent if he/she possesses a valid license to practice as a Registered Nurse in the State of California.~~

~~3-18.13 — One employee occupying a position under Job Code 0306M, when assigned responsibilities in the Adult and Aging Department, shall be compensated an additional 5 percent.~~

~~3-18.14 — Not to exceed one person occupying a position under Job Code 6040SM while under contract to the State of California, reimbursing the County of Alameda for the cost of the employee, shall receive an additional 10 percent compensation.~~

~~3-18.17 — Not to exceed one position of Job Code 0424SM assigned agency wide responsibility for Information Systems shall receive an additional 10 percent compensation.~~

~~3-18.28 — Effective August 18, 2002, not to exceed one person occupying a position under Job Code 0206MA, when designated as Agency Policy Director by the Agency Director, shall receive an additional 5 percent compensation.~~

~~3-18.38 — Effective June 23, 2013, not to exceed one position under Job Code #0305M, when reporting to an Assistant Agency Director and assigned to the position of CalHEERS County Change Leader (CCCL), the incumbent shall receive an additional eight percent compensation.~~

~~3-21.68 — Not to exceed one person occupying a position under Job Code 0221MA, when assigned the additional responsibilities within the Community Development Agency related to the Department's involvement with real estate and loan documentation, shall receive an additional 10 percent compensation.~~

SECTION III

Article 3, Section 3-17, Subsection 3-17.4 of the County of Alameda Salary Ordinance is hereby amended as follows:

3-17.4 - Any person occupying a position under Job Codes 0053EM, 0055EM, 8620SM, 8625SM, or 8635SM, or 8505SM shall receive additional compensation as follows:

- Possession of an Associate of Arts degree from a recognized college or university, or, POST Intermediate Certificate -- two and one-half percent (2.5%) percent;
- Possession of a Bachelor of Arts or Bachelor of Science degree from an accredited college or university, or, POST Advanced Certificate -- six 6-percent (6%);
- Possession of a Master of Arts or Master of Science degree from an accredited college or university or a POST Management Certificate -- eight and one-half percent (8.5%) percent.

In addition, such persons shall be compensated an additional two and one-half percent (2.5%) percent for a one-year period upon the completion of 30 hours or three (3) units of Department Head-approved seminars or courses, respectively, as approved by the Department Head. This additional two and one-half percent (2.5%) percent shall be renewable on an annual basis if the educational requirements are met.

Under no circumstances will the amount of compensation pursuant to the provisions of this footnote exceed eight and one-half percent (8.5%) percent.

SECTION IV

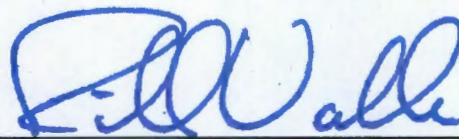
This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.

THE FOREGOING was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this **29th** day of **October, 2019**, to wit:

AYES: Supervisors Carson, Chan, Haggerty, Miley & President Valle – 5

NOES: None

EXCUSED: None



PRESIDENT, BOARD OF SUPERVISORS

File No: 30343

Agenda No: 26

Document No: O-2019-47



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