



Human Resource Services

March 8, 2022

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

SUBJECT: ADOPT: 1) A MEMORANDUM OF UNDERSTANDING ORDINANCE AMENDMENT FOR THE ACCRETION OF THE CLASS OF CLINICAL REVIEW SPECIALIST SUPERVISOR (#6516SM); AND 2) SALARY ORDINANCE AMENDMENTS TO UPDATE SUBSECTION 1-1.1 TO INCREASE THE SALARIES FOR FOUR (4) RETIRED ANNUITANT CLASSES RELATED TO CLASSES REPRESENTED BY ACMEA GENERAL GOVERNMENT & CONFIDENTIAL UNITS, AND TO RE-ESTABLISH AND AMEND SUBSECTION 3-17.25

Dear Board Members:

RECOMMENDATIONS:

1. Adopt an Ordinance amending the April 9, 2017 through June 25, 2022 Memorandum of Understanding (“MOU”) between the Alameda County Management Employees Association (“ACMEA”) General Government Unit and the County of Alameda (“County”), to add the classification of Clinical Review Specialist Supervisor (Job Code (“JC”) #6516SM) effective March 20, 2022.
2. Adopt Salary Ordinance amendments to:
 - i) update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to increase the salaries for the classifications of Retired Annuitant I (JC #1090NM), Retired Annuitant II (JC #1091NM), Retired Annuitant – Safety I (JC #1092NM), and Retired Annuitant – Safety II (JC #1093NM) related to classifications represented by ACMEA General Government and Confidential Units by three percent (3%) retroactive to December 26, 2021, and adjust the salaries (Step 01 hourly rate) for the classifications of Retired Annuitant I (JC #1090NM) and Retired Annuitant II (JC #1091NM) to the minimum wage of \$15.00 per hour, per the California Minimum Wage Order retroactive January 1, 2022; and
 - ii) update Section 3-17 (Sheriff’s Department) of Article 3, to re-establish and amend subsection 3-17.25, a footnote for one (1) employee in the classification of Chief Departmental Human Resources Administrator (JC #0465SM), assigned unique and extensive recruitment and retention activities for sworn personnel, to receive additional compensation of eight percent (8%) of the base pay effective March 20, 2022.

DISCUSSION/SUMMARY:

In November 2021, the County’s Human Resource Services Department received a total of five (5) accretion authorization petitions (petition for union representation) by the majority of the incumbents (5 out of a total of 7) in the classification of Clinical Review Specialist Supervisor (JC #6516SM) to be represented by ACMEA. Staff evaluated said petitions, and on December 1, 2021, determined and notified all incumbents that the classification of Clinical Review Specialist Supervisor (JC #6516SM) is appropriate to be represented by ACMEA General Government Unit (Representation Unit R45). Therefore,

on February 9, 2022, staff notified ACMEA on the recommendation to accrete said classification to the General Government Unit, and ACMEA did not have any objection with this recommendation. Thus, staff recommends amending the April 9, 2017 through June 25, 2022 ACMEA General Government Unit MOU to include the classification of Clinical Review Specialist Supervisor (JC #6516SM) in Representation Unit R45 effective March 20, 2022.

In addition, on December 21, 2021, your Board approved certain Unrepresented M-designated and Non-Management classifications related to Management classifications to receive the same salary increase as the ACMEA General Government and Confidential Units. Staff discovered that the four (4) Unrepresented Retired Annuitant classifications (Retired Annuitant I (JC #1090NM), Retired Annuitant II (JC #1091NM), Retired Annuitant – Safety I (JC #1092NM), and Retired Annuitant – Safety II (JC #1093NM) were not included in the list of classifications to receive the same salary increase. As such, staff recommends increasing the salaries of the four (4) Retired Annuitant classifications in the attached Salary Ordinance amendment by three percent (3%) retroactive to December 26, 2021. Furthermore, staff recommends adjusting the Step 01 hourly rate for the classifications of Retired Annuitant I (JC #0190NM) and Retired Annuitant II (JC #1091NM) to the minimum wage rate of \$15.00, per the California Minimum Wage Order retroactive to January 1, 2022.

Lastly, at the request of the Alameda County Sheriff's Office ("ACSO"), staff concurs and recommends that your Board approve re-establishing and amending a footnote (subsection 3-17.25 of the Salary Ordinance) for one (1) employee in the classification of Chief Departmental Human Resources Administrator (JC #0465SM) to receive an additional eight percent (8%) compensation of base pay effective March 20, 2022. The additional compensation is warranted as the incumbent is assigned to perform unique and extensive recruitment and retention activities including specialized hiring, outreach, administration of the ACSO recruitment and retention incentive program, and succession planning of sworn personnel. Said footnote was originally created effective May 13, 2001 and abolished on May 8, 2018. However, ACSO determined that they have a current and permanent need for the Chief Departmental Human Resources Administrator to function in said capacities to address the ongoing retention and recruitment challenges of sworn personnel. This footnote shall no longer apply when the incumbent is no longer assigned the oversight of the aforementioned areas. This footnote will also be subject to a review by the Director of Human Resource Services on or before March 19, 2024.

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:

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Joe Angelo, Director
Human Resource Services

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

Approved as to Form
DONNA ZIEGLER, County Counsel

By 
Kristy van Herick, Asst. County Counsel

O-2022-15

AN ORDINANCE AMENDING
THE APRIL 9, 2017 TO JUNE 25, 2022
MEMORANDUM OF UNDERSTANDING
BETWEEN THE
ALAMEDA COUNTY MANAGEMENT EMPLOYEES ASSOCIATION (GENERAL GOVERNMENT UNIT)
AND
THE COUNTY OF ALAMEDA

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

SECTION I

The Appendix A in the April 9, 2017 to June 25, 2022 Memorandum of Understanding between the Alameda County Management Employees Association (General Government Unit) and the County of Alameda, applicable to employees in Representation Unit R45, is hereby amended by the addition thereto of the following job code, title, and salary, to be effective March 20, 2022:

ITEM	MC	Title	Unit Code	STEP 01			STEP 05	FLSA
6516	SM	Clinical Review Specialist Supervisor	R45	4349.60			5340.00	X

SECTION II

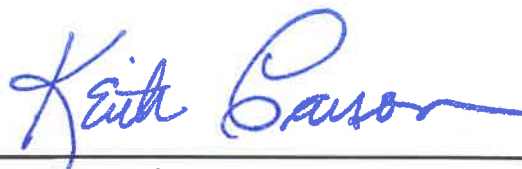
This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.

THE FOREGOING was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this **15th** day of **March, 2022**, to wit:

AYES: Supervisors Brown, Haubert, Miley & President Carson – 4

NOES: None

EXCUSED: Supervisor Valle – 1



PRESIDENT, BOARD OF SUPERVISORS

File No: 30786
Agenda No: 17
Document No: O-2022-15



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: RBCulby
Deputy

By 
Kristy van Herick, Asst. County Counsel

O-2022-16

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 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 hourly salaries effective on the date as shown below:

Job Code		Title	Unit Code	Effective Date	Step 01	Step 02	Step 03	Step 04	Step 05	FLSA Status
1090	NM	Retired Annuitant I	095	12/26/21	14.00 14.42				84.00 86.52	N
1091	NM	Retired Annuitant II	095	12/26/21	44.00 44.42				149.74 154.20	N
1092	NM	Retired Annuitant – Safety I	095	12/26/21	25.00 25.75				84.00 86.52	N
1093	NM	Retired Annuitant – Safety II	095	12/26/21	29.00 29.87				149.74 154.20	N
1090	NM	Retired Annuitant I	095	1/1/22	14.00 15.00				86.52	N
1091	NM	Retired Annuitant II	095	1/1/22	44.00 45.00				154.20	N

SECTION II

Article 3, Section 3-17, Subsection 3-17.25 of the County of Alameda Salary Ordinance is hereby re-established and amended to read as follows:

3-17.25- Effective ~~May 13, 2001,~~ March 20, 2022, ~~the person occupying the position undernot to exceed one (1) employee in~~ Job Code 0465SM, when assigned the responsibility for the unique ~~pre-employment and extensive recruitment and retention~~ activities for ~~badge-sworn~~ personnel, shall receive an additional ~~8-eight~~ percent (8%) compensation ~~of the base pay.~~ This footnote shall no longer apply when the incumbent is no longer assigned the oversight of the aforementioned areas. This footnote will also be subject to a review by the Director of Human Resource Services on or before March 19, 2024.

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.

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Deputy