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Human Resource Services

May 9, 2023

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

SUBJECT: ADOPT SALARY ORDINANCE AMENDMENTS TO 1) UPDATE 1-1.1 TO ESTABLISH DEPUTY OF AGRICULTURAL & STANDARDS SERVICES (#8422), FORENSIC BEHAVIORAL HEALTH CLINICAL SUPERVISOR (#6530), FORENSIC BEHAVIORAL HEALTH CLINICAL MANAGER (#6531), SENIOR FINGERPRINT EXAMINER (#1287), & SENIOR LATENT FINGERPINT EXAMINER (#8531); 2) ADD 3-1.2 AND 3) UPDATE 3-12.19 TO CREATE SALARY ADMINISTRATION CRITERIA FOR #8422 AND #6530 & #6531 RESPECTIVELY

Dear Board Members:

RECOMMENDATION:

Adopt Salary Ordinance amendments to:

- i. Update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to establish the following five (5) new classifications effective May 14, 2023: 1) Deputy of Agricultural and Standards Services (Job Code (“JC”) #8422), Unrepresented, located in the Community Development Agency (“CDA”), 2) Forensic Behavioral Health Clinical Supervisor (JC #6530) and 3) Forensic Behavioral Health Clinical Manager (JC #6531), represented by the Alameda County Management Employees Association (“ACMEA”) General Government Unit, located in the Health Care Services Agency (“HCSA”), 4) Senior Fingerprint Examiner (JC #1287) and 5) Senior Latent Fingerprint Examiner (JC #8531), represented by Service Employees International Union (“SEIU”) Local 1021, located in the Alameda County Sheriff’s Office (“ACSO”);
- ii. Add new subsection 3-1.2 of Article 3, Section 3-1 (Agriculture Department), to establish salary administration criteria for the new classification of Deputy of Agricultural and Standards Services (JC #8422) effective May 14, 2023; and
- iii. Update Article 3, Section 12 (Health Care Services Agency), subsection 3-12.19, to establish salary administration criteria for the two (2) new classifications of Forensic Behavioral Health Clinical Supervisor (JC #6530) and Forensic Behavioral Health Clinical Manager (JC #6531) effective May 14, 2023.

DISCUSSION/SUMMARY:

The CDA requested the creation of a new classification to encompass the new functions and responsibilities of the Agriculture/Weights and Measure Division given the significant regulatory changes and expanded scope of work in recent years. Staff completed a thorough analysis of the request and recommends that your Board approve establishing one (1) new classification of Deputy of Agricultural and Standards Services (JC #8422) to replace the existing classification of Deputy Agricultural Commissioner/Sealer of Weights and Measures (JC #8421). The new classification develops, implements, and evaluates goals, objectives, policies, and procedures related to the functions of the Department of Agriculture/Weights and Measures, including planning, organizing, supervising, and coordinating the work of staff in the various programs. In addition, other duties include enforcing federal, state, and local laws and regulations pertaining to

pesticide use enforcement, pest detection, pest eradication, pest exclusion (including Dog Team), weed control, biological control, seed nursery, standardization, direct marketing, organic, egg quality, apiary and weights and measures procedures, practices, and their application. The new job specification was approved by the Civil Service Commission on March 22, 2022. Staff completed a market survey of the five (5) Bay Area counties and did not find any comparable matches. Therefore, the proposed new salary is based on the internal relationship with CDA's first-line supervisory classifications in other CDA divisions. As such, staff recommends a 15% increase above the current classification, given the expanded scope of duties and responsibilities and comparable to other first-line supervisors in the Agricultural Division. Lastly, staff recommends abolishing the Deputy Agricultural Commissioner/Sealer of Weights and Measures (JC #8421) classification once incumbents in said classification are reclassified to the new classification of Deputy of Agricultural and Standards Services (JC #8422) and approved by CSC.

In addition, staff recommends adding new subsection 3-1.2 of Article 3, Section 3-1 (Agriculture Department) of the Salary Ordinance to create salary administration criteria for the new classification of Deputy Agricultural and Standards Services (JC #8422) effective May 14, 2023.

Further, as HCSA's Alameda County Behavioral Health ("ACBH") Adult Forensic Behavioral Health ("AFBH") Division continues to face ongoing recruitment challenges with licensed clinical positions at Santa Rita Jail ("SRJ"), staff proposed a new set of classifications specific for SRJ. On February 28, 2023, your Board approved the creation of two (2) new classifications of Forensic Behavioral Health Clinician I (JC #6528) and Forensic Behavioral Health Clinician II (JC #6529). Now, staff recommends the approval of two (2) additional classifications of Forensic Behavioral Health Clinical Supervisor (JC #6530) and Forensic Behavioral Health Clinical Manager (JC #6531) to provide supervision of the Clinicians and oversight of AFBH, respectively. The new job specifications were approved by CSC on April 19, 2023. Staff recommends setting the base salary at a rate that incorporates the existing 15% additional compensation when assigned to SRJ as well as including an additional 10% to the total base salary to attract more potential candidates. Staff reached agreement with the ACMEA General Government Unit on the proposed salaries for said new classifications on March 20, 2023 and therefore recommends the salaries for new classifications as outlined in the attached Salary Ordinance amendment.

Also, staff recommends updating Article 3, Section 3-12 (Health Care Services Agency), subsection 3-12.19 of the Salary Ordinance to include salary administration criteria for the two (2) new classifications of Forensic Behavioral Clinical Supervisor (JC #6530) and Forensic Behavioral Clinical Manager (JC #6531) effective May 14, 2023.

Lastly, ACSO requested staff to establish two (2) new classifications of Senior Fingerprint Examiner (JC #1287) and Senior Latent Fingerprint Examiner (JC #8531) to allow flexibility to assign advanced-level work and serve in a lead capacity across functional units. The new job specifications were approved by CSC on January 25, 2023. Staff completed a market survey for both new classifications of the five (5) Bay Area counties and did not find any comparable matches. Therefore, the proposed new salaries are based on the internal relationships. Staff recommends that the salary for the 1) Senior Fingerprint Examiner (JC #1287) be approximately 9.63% above the salary of the lower-level classification of Fingerprint Examiner to allow promotional opportunity with the classification series as well as across the Latent Fingerprint Examiner classification series; and 2) Senior Latent Fingerprint Examiner (JC #8531) be at 6.58% above the lower-level classification of Latent Fingerprint Examiner. Staff reached agreement with SEIU, Local 1021 on the proposed salaries for said new classifications on March 29, 2023, and therefore recommends the salaries for said new classifications as outlined in the attached Salary Ordinance amendment.

FINANCING:

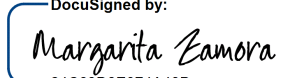
Funds are available in the 2022-2023 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the recommendation.

VISION 2026 GOAL:

The recommendation meets 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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Margarita Zamora, Acting Director
Human Resource Services

c: CAO
Auditor-Controller
Director, CDA
Director, HCSA
Sheriff

By 
Kristy van Herick, Asst. County Counsel

O-2023-19

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2022-2023
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 salaries, to be effective as follows:

Job Code		Classification Title	Eff. Date	Unit Code	Step 1	Step 2	Step 3	Step 4	Step 5	FLSA Status
8422	SM	Deputy of Agricultural and Standards Services	5/14/23	U15	4380.80				5330.40	X
6530	SM	Forensic Behavioral Health Clinical Supervisor	5/14/23	R45	5080.80				6103.20	X
6531	SM	Forensic Behavioral Health Clinical Manager	5/14/23	R45	5272.80				6408.00	X
1287	NM	Senior Fingerprint Examiner	5/14/23	012	2500.50	2625.75	2757.00	2895.00	3039.75	N
8531	NM	Senior Latent Fingerprint Examiner	5/14/23	012	2889.75	3034.50	3186.00	3345.00	3512.25	N

SECTION II

Article 3, Section 3-1, Subsection 3-1.2 of the County of Alameda Salary Ordinance is hereby added to read as follows:

3-1.2 – Employees in the following Job Code(s) may be compensated at any biweekly amount within the range of salaries shown for that classification, as determined by the Director of Community Development Agency: 8422.

SECTION III

3-12.19 – Persons occupying positions under the following Job Codes may be compensated at any biweekly amount within the range of salaries shown for that classification, as determined by the Director of Health Care Services: 0225EM (effective 11/14/10, BOS approved 11/2/10); 0302PA (effective 3/7/10, BOS approved 2/9/10); 0310PA, 0313SM, 0401SM Director of Interagency Children’s Policy Council (effective 3/15/15, BOS approved 3/10/15); 1500SM (effective 6/6/16, BOS approved 5/24/16); 5021NM (effective 6/28/20, BOS approved 6/23/20); 5044EM, 5045EM (effective 5/26/13, BOS approved 5/21/13); 5046SM (effective 6/14/20, BOS approved 6/9/20); 5047SM, 5049PA (BOS approved 3/11/08); 5055SM (effective 6/17/16, BOS approved 7/12/16); 5056EM (BOS approved 12/19/17); 5061SM, 5062SM (effective 7/2/17, BOS approved 6/27/17); 5063SM, 5064SM (effective 1/12/20; BOS approved 1/14/20); 5065SM, 5067SM, 5069SM (effective 4/13/14, BOS approved 4/8/14), 5071PA; 5074SM (effective 1/24/21; BOS approved 1/12/21); 5075SM (effective 2/3/13, BOS approved 1/29/13); 5077SM, 5079SM, 5080SM, 5086SM (effective 1/25/09, BOS approved 1/27/09); 5087SM (effective 2/5/23); 5088PA, 5091SM (BOS approved 12/19/17); 5095PA (effective 12/21/14, BOS approved 12/16/14); 5096SM (effective 09/20/09, BOS approved 9/15/09); 5098SM (effective 3/21/10, BOS approved 3/16/10); 5099 (effective 3/19/23): BO 5390PA

By 
Kristy van Herick, Asst. County Counsel

(effective 7/29/18, BOS approved 7/24/18); 5391PA (effective 10/3/10, BOS approved 9/28/10); 5643PA (effective 9/23/07); 5681EM (effective 11/1/20); 5693SM (effective 2/1/15, BOS approved 1/27/15); 5760SM (effective 2/14/16, BOS approved 2/2/16); 5777PA, 5778SM (effective 7/28/19, BOS approved 7/23/19); 5782SM (effective 3/26/17, BOS approved 3/21/17); 5789SM (effective 9/24/17, BOS approved 9/12/17); 5791SM (effective 9/23/07); 5801SM (effective 11/15/09, BOS approved 11/10/09); 6141PA, 6186SM, 6187SM (effective 3/5/23); 6188SM (effective 2/5/23); 6494SM, 6645SM, 6516SM, 6517SM (effective 4/4/10, BOS approved 3/30/10); 6518PA (effective 11/14/10, BOS approved 11/2/10); 6530 (effective 5/14/23), 6531 (effective 5/14/23), 6647SM (effective 1/25/09, BOS approved 1/27/09); 6780SM (effective 7/28/19, BOS approved 7/23/19); 6910PA (effective 7/28/19, BOS approved 12/19/17); (BOS approved amendment 2/4/20) (BOS approved amendment 10/20/20); (BOS approved amendment 1/12/21) (BOS approved amendment 2/7/23) (BOS approved amendment 2/28/23) (BOS approved amendment 3/14/23)

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 **16th** day of **May, 2023**, to with:

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

NOES: None

EXCUSED: None



PRESIDENT, BOARD OF SUPERVISORS

File No: 30982
Agenda No: 36
Document No: O-2023-19



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

