



Human Resource Services

AGENDA _____ May 23, 2017

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

May 12, 2017

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Salary Ordinance Amendment

Dear Board Members:

Recommendation:

- A. Establish the new job classification of Investment Specialist, in the Treasurer-Tax Collector Department that includes salary administration criteria; and
- B. Establish a footnote for one position of Deputy Director, Community Development Agency in the Community Development Agency.

Discussion/Findings:

We recommend establishing the new job classification of Job Code 0159PA, Investment Specialist in the Treasurer-Tax Collector Department. This single occupant position, requires in-depth knowledge of applicable laws, policies and procedures related to the investments of the Treasurer's pool, and under direction, will assist in financial reporting, accounting analytics, statistical and narrative reports for the department and other County departments and agencies. Additionally, the position will report to the Chief Investment Officer.

We also recommend establishing an additional ten percent footnote compensation, for one position of Deputy Director, Community Development Agency, when assigned and performing duties of Agricultural Commissioner/Sealer of Weights and Measures in both Alameda County and Contra Costa County. Creation of this footnote is based on conditions of the Memorandum of Understanding between the County of Alameda and Contra Costa County to provide part-time services as the Agricultural Commissioner/Sealer of Weights and Measures until a replacement Commissioner/Sealer is hired.

Funding:

Funds are available in the Fiscal Year 2016-2017 Approved Budget appropriation to pay the cost resulting from these actions.

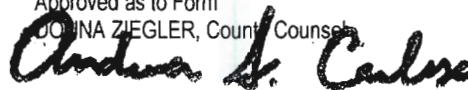
Very truly yours,

Kathy Mount, Interim Director
Human Resource Services

KM:vb

Z:\Board letter 2017\05.23.17 Salary Ordinance Amendment_TTC_CDA

Cc: County Administrator
Auditor-Controller
County Counsel
Treasurer-Tax Collector
Director, Community Development Agency



By: _____
Andrea S. Carlise
Assistant County Counsel

O-2017-26

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2016-2017
COUNTY OF ALAMEDA SALARY ORDINANCE

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

SECTION I

Article 3, Section 3-21, of the County of Alameda Salary Ordinance is hereby amended by the addition thereto of the following note, to be effective on the date shown.

3-21.95 **Effective May 7, 2017**, not to exceed one employee under Job Code 2952EM, (Deputy Director, Community Development Agency) in the Agriculture/Weights and Measures Department, when assigned and performing duties of Agricultural Commissioner/Sealer of Weights and Measures in both Alameda County and Contra Costa Counties, shall receive an additional ten percent (10%) compensation.

SECTION II

Article 1, Section 1-2, Subsection 1-2.2 of the County of Alameda Salary Ordinance is hereby amended by the addition thereto of the following Job Code, Title and Salary, to be effective June 18, 2017

| Item | Title | STEP 01 | STEP 02 | STEP 03 | STEP 04 | STEP 05 |
|------|--------------------------|---------|---------|---------|---------|---------|
| 0159 | PA Investment Specialist | 2533.60 | | | | 3079.20 |

SECTION III

Article 3, Section 3-19, Subsection 3-19.15 of the County of Alameda Salary Ordinance is hereby amended by the addition thereto of the following underlined language to be effective June 18, 2017

3-19.15 **Effective February 17, 2013**, persons employed under Job Code 1539SM (Deferred Compensation and Personnel Manager), Job Code 0170PA (Chief Investment Officer, Treasurer's Department), effective March 15, 2015, Job Code 1540PA, (Deferred Compensation Specialist), and effective June 18, 2017, Job Code 0159PA, (Investment Specialist), may be compensated at any salary within the salary range of the respective job class as determined by the Agency/Department Head. (BOS approved 2/5/13), (BOS approved 1540PA 3/10/15).

SECTION IV

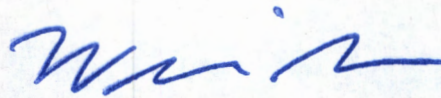
This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against the same in the Inter-City Express, a newspaper published in the said County of Alameda.

THE FOREGOING was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this 6th day of June, 2017, to wit:

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

NOES: None

EXCUSED: None



PRESIDENT, BOARD OF SUPERVISORS

File: 29922
Agenda No: 40
Document No: O-2017-26



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: RBailey
Deputy