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June 3, 2025

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

SUBJECT: ADOPT: 1) AN ORDINANCE AMENDING THE 2023-2027 ACMEA CONFIDENTIAL UNIT MOU FOR THE ACCRETION OF JOB CODE 4915; AND 2) A SALARY ORDINANCE AMENDMENT TO SECTION 3-12 TO UPDATE AGENCY/DEPARTMENT AND DEPARTMENT HEAD NAMES AND TO DELETE OBSOLETE SUBSECTIONS 3-12.71 AND 3-12.74

Dear Board Members:

RECOMMENDATIONS:

- A. Adopt an Ordinance amending the June 25, 2023 through July 3, 2027 Memorandum of Understanding ("MOU") between the Alameda County Management Employees Association ("ACMEA") Confidential Unit and the County of Alameda ("County") to add the classification of Communication Specialist, Zone 7 (Job Code ("JC") 4915) into Representation Unit ("Rep Unit") R61 effective June 22, 2025; and
- B. Adopt a Salary Ordinance amendment to Article 3, Section 3-12 (Alameda County Health), to update agency/department and department head names, including non-substantive cleanup for both clarity and consistency, and to delete obsolete subsections 3-12.71 and 3-12.74 effective June 22, 2025.

DISCUSSION/SUMMARY:

In April 2025, the Human Resource Services Department received an accretion authorization petition (petition for union representation) from the only incumbent in the classification of Communication Specialist, Zone 7 (JC 4915) petitioning for representation by ACMEA. Staff evaluated said petition and determined that representation by ACMEA for said classification is appropriate. Staff notified the incumbent that the County was placing the Communication Specialist, Zone 7 classification into Rep Unit R61, and instructed the incumbent to contact staff within 10 days if they wanted to request a different Rep Unit. After notifying the employee, staff subsequently notified ACMEA of staff's recommendation. As such, staff recommend amending: 1) the June 25, 2023 through July 3, 2027 MOU between the ACMEA Confidential Unit and the County to include the classification of Communication Specialist, Zone 7 (JC 4915) in Rep Unit R61, effective June 22, 2025. The adoption of any changes to the salaries and related salary attributes for the Communication Specialist, Zone 7 (JC 4915) due to the accretion of this classification will be reviewed and presented by Zone 7 staff to the Zone 7 Water Agency Board of Directors.

Additionally, in March 2024, your Board approved and authorized Alameda County Health's ("AC Health")'s new brand system, including logos and name changes to its departments, for official use as of March 27, 2024. This endeavor began in June 2022 when AC Health engaged BrowneMusser, a strategic communications and design firm, to launch a brand redesign project to strengthen communications, clarify messaging about the agency's departments and programs, promote access to services, and modernize the agency's visual identity and websites. And in April 2025, your Board approved the classification title update for the department head to Director of Alameda County Health. To support AC Health's ongoing alignment initiative, staff recommends your Board adopt the applicable non-substantive

update references to the agency/department names and department head to Article 3, Section 3-12 effective June 22, 2025.

Lastly, as a result of the non-substantive language cleanup of Section 3-12 of the Salary Ordinance, staff reviewed and determined subsections 3-12.71 and 3-12.74 are obsolete and no longer applicable. Staff notified ACMEA of these obsolete provisions and the intent to abolish them. ACMEA did not object to the deletion. As such, staff recommend your Board adopt the attached amendment to the Salary Ordinance, deleting subsections 3-12.71 and 3-12.74, as said provisions contained in each subsection are no longer in use by AC Health.

SELECTION CRITERIA:

N/A


FINANCING:

Funds are available in the 2024-2025 Approved Budget and will continue to be included in future years' requested budgets to cover the cost associated with the applicable recommendation.

VISION 2036 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:

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Margarita Zamora, Director
Human Resource Services

cc: CAO
Auditor-Controller
County Counsel
General Manager, Zone 7
Interim Director, AC Health

By Kristy van Herick
Kristy van Herick, Assistant County Counsel

Ordinance No.

AN ORDINANCE AMENDING
THE JUNE 25, 2023 THROUGH JULY 3, 2027
MEMORANDUM OF UNDERSTANDING
BETWEEN THE
ALAMEDA COUNTY MANAGEMENT EMPLOYEES ASSOCIATION
(CONFIDENTIAL UNIT)
AND THE
COUNTY OF ALAMEDA

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

SECTION I

The Appendix C in the June 25, 2023, through July 3, 2027, Memorandum of Understanding between the Alameda County Management Employees Association Confidential Unit and the County of Alameda, applicable to employees in Representation Units R50 and R61, is hereby amended by the addition thereto of the following job code and title to be effective June 22, 2025:

Job Code 4915PA, Communication Specialist, Zone 7

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.

By Kristy van Herick
Kristy van Herick, Assistant County Counsel

Ordinance No.

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2024-2025
COUNTY OF ALAMEDA SALARY ORDINANCE

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

SECTION I

Article 3, Section 3-12, of the County of Alameda is hereby amended to read as follows:

3-12.8 – ~~Persons occupying positions under~~Employees in Job Codes 5137 and 5139 employed prior to November 1, 1986 or under Job Codes 5137N and 5139N, employed prior to May 1, 1988, shall receive an additional ~~5 five percent (5%) compensation of base pay upon established proof of eligibility for certification from the appropriate American Specialty Board. Any persons~~Employees employed underin Job Codes 5137 and 5139 employed on or after November 1, 1986 or ~~any person employed under~~employees in Job Codes 5137N and 5139N employed on or after May 1, 1988, shall receive an additional ~~5 five percent (5%) compensation of base pay upon establishing proof of eligibility for certification from the appropriate American Specialty Board. Continuously maintaining such certification is required to remain eligible for this additional five percent (5%) compensation of base pay. and must be certified by the appropriate American Specialty Board within three (3) years of establishing eligibility for certification to continue to receive the additional 5 five percent (5%) compensation of base pay.~~

In addition to the compensation provided ~~in this note~~ above, effective June 29, 1997, employees ~~occupying positions under~~in Job Codes 5137, 5137N, 5139 and 5139N, who are Board-certified in child psychiatry, and who are regularly assigned to perform ~~a the~~ full range of psychiatric-care related duties in a Children's Services Unit in the Behavioral Health ~~Care Services~~ Department, shall receive an additional ~~5 five percent (5%) compensation of base pay, upon established proof of eligibility for certification from the appropriate American Specialty Board.~~

~~Effective January 1, 2012, employees occupying positions under~~in Job Codes 5137 and 5139, or under in Job Codes 5137N and 5139N, who are hired on or after January 1, 2012, shall receive an additional ~~five percent (5%) compensation of base pay above the employee's base salary upon establishing proof of certification from the appropriate American Specialty Board. Continuously maintaining such certification is required to remain eligible for this additional five percent (5%) compensation of base pay.~~

3-12.19 - Employees in 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 Alameda County Health-Care Services: 0225EM; 0302PA; 0310PA; 0313SM; 0401SM; 0316SM; 1500SM; 5021NM; 5039, 5041, 5044EM, 5045EM; 5046SM; 5047SM, 5049PA; 5055SM; 5056EM; 5061SM, 5062SM; 5063SM, 5064SM; 5065SM, 5067SM, 5069SM, 5071PA; 5074SM; 5075SM; 5077SM, 5079SM, 5080SM, 5086SM; 5087SM; 5088PA, 5091SM; 5095PA; 5096SM; 5098SM; 5099; 5390PA; 5391PA; 5643PA; 5681EM; 5693SM; 5760SM; 5777PA, 5778SM; 5782SM; 5789SM; 5791SM; 5801SM; 6141PA, 6186SM, 6187SM; 6188SM; 6494SM, 6645SM, 6516SM, 6517SM; 6518PA; 6530, 6531, 6647SM; 6780SM; 6910PA.

3-12.52 – Not to exceed one ~~(1) person occupying a position under~~employee in Job Code 1138~~SM~~, when providing training in the Information Systems Division of Alameda County Health~~Care Services Agency~~, Mental Health Services, shall receive an additional ~~5~~five percent ~~(5%) compensation of base pay~~. ~~Persons~~Employees providing formal training only to those employees supervised as part of their regular assignment are not eligible for this additional compensation.

3-12.58 – Not to exceed nine ~~(9) persons under~~employees in Job Codes 6492, 6497, 6510 and 6640, when assigned in writing by the department head to provide direction, prioritize, coordinate, and assign the work of other Mental Health Specialists, Marriage, Family and Child Counselors, Psychiatric Social Workers, Clinical Nurses and Rehabilitation Counselors in a service team within the Behavioral Health ~~Care Services~~ Department, shall receive an additional ~~5~~five percent ~~(5%) compensation of base pay~~.

3-12.70 – Effective December 31, 2006, the salary level within the range of salaries shown, for the incumbent of Job Code 5050~~SE~~ (Director of Alameda County Health~~Care Services~~) shall be determined by the Board of Supervisors. It is further provided that the salary shall not be subject to the five-step plan nor to general adjustments prescribed for other County employees.

~~3-12.71— Effective September 23, 2007, not to exceed one employee occupying a position under Job Code 5143 when assigned by the Director, Health Care Services Agency to serve in the dual role of both the Director of Public Health and County Health Officer, shall be compensated an additional four percent.~~

3-12.72 – Not to exceed one ~~(1) employee occupying a position in~~ Job Code 0229 when assigned lead responsibilities over a comparable ~~level classification job code~~ when working on the preparation of the annual Alameda County Health~~Care Services Agency~~ budget and other special projects assigned by the Director of Alameda County Health, shall receive an additional five percent ~~(5%) compensation of base pay~~.

~~3-12.74— Effective October 4, 2009, not to exceed one employee occupying a position under Job Code 5143SM when assigned by the Director, Health Care Services Agency, to serve as the role of the County Health Officer, shall be compensated an additional five percent. (BOS approved 9/22/09)~~

3-12.76 – Effective January 24, 2010, one ~~(1) position under~~employee in Job Code 1315~~M~~, Accounting Technician, when assigned the supervision of Job Code 1497~~, Patient Services Technician II~~ in the Alameda County Health~~Care Services Agency~~, shall be compensated five percent (5%) above the Patient Services Technician II.

3-12.78 – Effective May 29, 2011, not to exceed one ~~(1) person occupying the position under~~employee in Job Code 0217~~MA~~, when assigned “lead” responsibilities over one ~~(1)~~ or more employees in the same job code in the Finance Unit, with the Alameda County Health, Behavioral Health ~~Care Services~~ Department, shall receive an additional five percent ~~(5%) compensation of base pay~~.

3-12.80 – Effective February 19, 2012, not to exceed one ~~(1) position under~~employee in Job Code 5785~~SM~~, when assigned highly technical and specialized administrative and programming responsibilities over the Alameda County

Health-Care Services Agency, Public Health Department's Geographic Information System, shall receive an additional five percent (5%) compensation of base pay.

3-12.81 – Effective July 8, 2012, not to exceed one (1) position under employee in Job Code 6645~~SM~~, when assigned leadership, direction and oversight responsibilities for the Ashland Youth Center in the Alameda County Health-Care Services Agency, shall receive an additional five percent (5%) compensation of base pay.

3-12.85 – Effective September 24, 2017, not to exceed one (1) person under employee in Job Code 6706~~NM~~, when assigned the additional responsibility of providing formal substance abuse training and consultation to Alameda County Health-Care Services Agency and CBO staff, shall ~~be compensated~~receive an additional five percent (5%) compensation of base pay.

3-12.87 – Effective March 11, 2018, employees ~~occupying positions under in~~ Job Codes 5141 and 5143, and effective December 11, 2022, ~~an~~ (1) employee ~~occupying a position under in~~ Job Code 5142, shall receive an additional five percent (5%) compensation ~~above the employee's base pay salary~~ upon establishing proof of certification from the appropriate American Specialty Board. Continuously maintaining such certification is required to remain eligible for this additional five percent (5%) compensation of base pay.

In addition to the compensation provided ~~in this note~~ above, effective March 11, 2018, employees ~~occupying positions under in~~ Job Codes 5141 and 5143, who are Board-certified in child psychiatry, and who are regularly assigned to supervise ~~Physician II (employees in Job Codes 5137) and Physician III (Job Code 5139)~~ assigned to performing a full range of psychiatric-care related duties in a Children's Services Unit in the Behavioral Health ~~Care Services~~ Department, shall receive an additional five percent (5%) compensation of base pay, upon established proof of eligibility for certification from the appropriate American Specialty Board.

3-12.95 – Effective June 12, 2022, not to exceed one (1) employee in Job Code 0305~~PA~~ in the Alameda County Health ~~Care Services Agency, Alameda County~~ Behavioral Health Department, Vocational Services Division, when assigned lead responsibilities for providing oversight, guidance, training, coaching and interpreting program policies to staff within the respective assigned program, shall receive an additional five percent (5%) compensation of the base pay. This footnote shall be reviewed by the Director of Human Resource Services on or before January 1 of each year.

3-12.96 – Effective November 13, 2022, not to exceed one (1) employee in Job Code 5788 in the Alameda County Health-Care Services Agency, ~~Office of the Agency Director~~, who oversees the ~~Health-Care Services Agency's~~ emergency disaster planning, shall receive an additional ten percent (10%) compensation of the base pay. This footnote shall be reviewed by the Director of Human Resource Services on or before November 13, 2024.

3-12.98 – Effective January 9, 2022, not to exceed one (1) employee in Job Code ~~#~~5320, when assigned the responsibilities of training Alameda County Health-Care Services Agency clinical staff on First Call Duty Officer duties and having oversight of the Alameda County Public Health Department's Duty Officer program on behalf of the County of Alameda, shall receive an additional eight percent (8%) compensation of the base pay. This footnote shall be reviewed by the Director of Human Resource Services on or before January 4, 2025.

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.