

# SECOND READING - CONTINUED FROM 9/9/25

AGENDA NO. \_\_\_\_\_ September 9, 2025



Lakeside Plaza Building  
1401 Lakeside Drive, Suite 200  
Oakland, CA 94612-4305

September 9, 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 GG MOU FOR THE ACCRETION OF JCS 0204, 3107, & 3108; & 2) SALARY ORDINANCE AMENDMENTS TO UPDATE 1-1.1 TO UPDATE REP UNITS FOR SAID JCS, ESTABLISH JCS 0406, 8725, & 4999, UPDATE MGMT DESIGNATION FOR JCS 8723 & 8724 & SALARY FOR JCS 4140 & 0601; & UPDATE 3-17.36 & 3-20

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 General Government Unit ("ACMEA") and the County of Alameda ("County") to add three (3) classifications of 1) Management Associate II (Job Code ("JC") 0204), 2) Holistic Defense Mitigation Specialist II (JC 3107), and 3) Holistic Defense Mitigation Specialist III (JC 3108) into Representation Unit ("Rep Unit") R15, effective September 28, 2025.
- B. Adopt Salary Ordinance ("SO") amendments to:
  - i. Update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to 1) update the Rep Units for the classifications of Management Associate II (JC 0204), Holistic Defense Mitigation Specialist II (JC 3107) and Holistic Defense Mitigation Specialist III (JC 3108) from U15 to R15 effective September 28, 2025 and add the future salary rates based on the negotiated general wage increases in the ACMEA MOU of four percent (4%) effective December 21, 2025 and additional four percent (4%) effective December 20, 2026; 2) establish three (3) new classifications of Senior Crime Analyst (JC 0406) and Emergency Services Manager (JC 8725) located in the Alameda County Sheriff's Office ("ACSO"), and Crisis Services System of Care Director (JC 4999) located in Alameda County Health ("AC Health") effective September 28, 2025; 3) update the management designation for the classifications of Senior Emergency Services Coordinator (JC 8723) and Emergency Services Supervisor (JC 8724); and 4) update the salaries for the classifications of Librarian II (JC 4140) (Steps 2 and 5) retroactive to August 3, 2025 and Management Consultant (JC 0601) to increase the minimum salary rate to twice the State of California ("State") minimum wage to meet the salary threshold test for classifications exempt from the overtime provisions of the Fair Labor Standards Act ("FLSA") retroactive to January 1, 2025;
  - ii. Amend Article 3, Section 17 (Sheriff's Department), subsection 3-17.36, to establish salary administration criteria for the new classifications of Senior Crime Analyst (JC 0406) and Emergency Services Manager (JC 8725) effective September 28, 2025; and
  - iii. Amend Article 3, Section 3-20 (Information Technology Department), to add new subsection 3-20.12 to establish a footnote for one (1) employee in the classification of Assistant Chief Information Officer ("Assistant CIO") (JC 1845) in the Information Technology Department ("ITD") when assigned countywide cybersecurity, Artificial Intelligence ("AI") governance and multiple ITD division oversight, shall receive an additional 10% compensation of the base pay retroactive to August 3, 2025. Includes non-substantive

*An Equal Opportunity Employer*

language cleanup for clarity and consistency throughout Section 3-20 (Information Technology Department).

**DISCUSSION/SUMMARY:**

In July 2025, the Human Resource Services (“HRS”) Department received accretion authorization petitions from 60% of Management Associate II (JC 0204), 66.6% of Holistic Defense Mitigation Specialist II (JC 3107), and 85.7% of Holistic Defense Mitigation Specialist III (JC 3108) incumbents seeking representation by ACMEA. Staff reviewed the petitions and determined representation by ACMEA was appropriate, notified all impacted incumbents that their classifications will be placed into Rep Unit R15, and received no responses within the required timeframe requesting placement in a different Rep Unit. Subsequently staff notified ACMEA to confirm such recommendation will be made to your Board.

As such, staff recommend amending: 1) the June 25, 2023 through July 3, 2027 ACMEA MOU to include the classifications referenced above into Rep Unit R15 effective September 28, 2025, and 2) the SO subsection 1-1.1 by updating the Rep Unit accordingly, effective the same date, and adding the future salary rates based on the negotiated general wage increases outlined in the ACMEA MOU of four percent (4%) effective December 21, 2025 and additional four percent (4%) effective December 20, 2026.

As part of an internal review, staff determined that the minimum salary for the Management Consultant classification (JC 0601), which is FLSA-exempt, falls below twice the State minimum wage of \$33.00 per hour (\$2,640.00/biweekly). Accordingly, staff recommend increasing the minimum salary rate for this classification to \$33.00 per hour (\$2,640.00/biweekly), retroactive to January 1, 2025, to maintain compliance with FLSA exemption requirements.

In addition, the HRS Department received requests from two (2) different departments to create departmental-unique classifications to perform new and permanent duties in support of business operations. The first request is from ACSO to create two (2) new classifications of Senior Crime Analyst (JC 0406) and Emergency Services Manager (JC 8725). The Senior Crime Analyst (JC 0406) classification will support the Eden Township Substation Real Time Information Center, and provides real-time information to enhance officer safety, connect criminal activity, and assist with on-going investigations. Additionally, the Senior Crime Analyst will supervise Crime Analysts and oversee the day-to-day operations of the center. The Emergency Services Manager (JC 8725) classification for the Office of Emergency Services will oversee the development and exercise of the County's emergency plans, including the Emergency Operations Plan and its annexes. This is a single position classification that provides strategic guidance, training, and support to the County's agencies/departments related to Emergency Operations Center activities, and coordinates response efforts with Operational Area cities and special districts. The Civil Service Commission approved the job specifications on February 5, 2026, and July 23, 2025, respectively.

Staff conducted external salary surveys of the five (5) surrounding Bay Area counties and did not find any comparable matches for the two (2) new classifications. As a result, staff propose establishing the new salaries based on internal relationships for the classifications of Senior Crime Analyst (JC 0406) and Emergency Services Manager (JC 8725) to be set at 15% above their respective subordinate classifications of Crime Analyst (JC 0405) and Emergency Services Supervisor (JC 8724). The County met and conferred with the ACMEA – Sheriff's Non-Sworn Unit 029 (“ACMEA Unit 029”) and ACMEA Unit 029 concurs with the proposed salaries for both classifications. Therefore, staff recommend that your Board approve the proposed salaries as outlined in the attached SO amendment. In addition, staff recommend amending subsection 3-17.36 of the SO to establish salary administration criteria for the new classifications of Senior Crime Analyst (JC 0406) and Emergency Services Manager (JC 8725) effective September 28, 2025.

The second request is from AC Health to create the unrepresented classification of Crisis Services System of Care Director (JC 4999). This position will provide leadership and oversight for the fourth System of Care program within the Behavioral Health Department. The incumbent will manage a critical service area that delivers community-based crisis intervention for both children and adults with mental health and/or substance abuse disorders. This role carries unique and complex responsibilities, including ensuring compliance with legislative mandates and state and federal

rules and regulations related to clients experiencing mental health and/or substance-related crises. Staff conducted an external salary survey of the five (5) surrounding Bay Area counties and did not find any comparable matches. As a result, staff propose the salary for this new classification be set at five percent (5%) above the salaries of the Director, Adult/Older Adult System of Care, Behavioral Health (JC 5091) and Director, Child/Young Adult System of Care, Behavioral Health (JC 5069) given the heightened complexity and scope of crisis services oversight. Therefore, staff recommend that your Board approve the proposed salary as outlined in the attached SO amendment.

Furthermore, staff recommends updating the management designations for the classifications of 1) Senior Emergency Services Coordinator (JC 8724) from Supervisory Management ("SM") to Professional Administrator ("PA") and 2) Emergency Services Supervisor (JC 8725) from PA to SM. Staff met and conferred with ACMEA Unit 029 and they concur with the update. As such, staff recommend your Board approved the management designation updates as outlined in the attached SO amendment.

In addition, on July 8, 2025, your Board approved the salary adjustment for the classification of Librarian II (JC 4140) classification, and staff recommend updating Steps 2 and 5 of the salary rates retroactive to August 3, 2025 as reflected in the attachment SO amendment.

Lastly, at the request of ITD, staff recommend establishing a footnote for the Assistant CIO (JC 1845) classification. ITD relies heavily on the Assistant CIO to support the CIO and provide leadership in ITD, including responsibility in countywide cybersecurity, AI governance and oversight, and management of multiple divisions within ITD. As such, staff determined that a footnote of 10% additional compensation of the base salary for one (1) employee is warranted when assigned the additional duties outlined above. Staff recommend adding a new subsection 3-20-12 to the SO retroactive to August 3, 2025, as well as general cleanup in Section 3-20 as referenced in the attached SO amendment.

**SELECTION CRITERIA:**

N/A

**FINANCING:**

Funds are available in the 2025-2026 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the recommendation(s), as applicable.

**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:  
  
24C63D8E074A48D...

Margarita Zamora  
Director of Human Resource Services

c: CAO  
Auditor-Controller  
County Counsel  
Interim Director, Alameda County Health  
Public Defender  
Director, ITD  
County Librarian  
Sheriff

By Kristy van Herick  
Kristy van Herick, Assistant County Counsel

Ordinance No.

O-2025-50

AN ORDINANCE AMENDING  
THE JUNE 25, 2023 THROUGH JULY 3, 2027  
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

**Appendix A – Classification and Salary Listing By Bargaining Unit** in the June 25, 2023 through July 3, 2027 Memorandum of Understanding between the Alameda County Management Employees Association (General Government Unit) and the County of Alameda, applicable to employees in Representation Units R15 is hereby amended by the addition thereto of the following job code, title, and salary, to be effective on the dates below.

Item	MC	Classification Title	Eff Date	Unit Code	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	FLSA Status
0204	PA	Management Associate II	09/28/2025	U45R15	3,125.60				4,038.40		X
0204	PA	Management Associate II	12/21/2025	R15	3,250.40				4,200.00		X
0204	PA	Management Associate II	12/20/2026	R15	3,380.80				4368.00		X
3107	PA	Holistic Defense Mitigation Specialist II	09/28/2025	U45R15	3,918.40	4,114.40	4,320.00	4,536.00	4,763.20		X
3107	PA	Holistic Defense Mitigation Specialist II	12/21/2025	R15	4,075.20	4,279.20	4,492.80	4,717.60	4,953.60		X
3107	PA	Holistic Defense Mitigation Specialist II	12/20/2026	R15	4238.40	4,450.40	4,672.80	4,906.40	5,152.00		X
3108	PA	Holistic Defense Mitigation Specialist III	09/28/2025	U45R15	4,310.40	4,525.60	4,752.00	4,989.60	5,239.20		X
3108	PA	Holistic Defense Mitigation Specialist III	12/21/2025	R15	4,483.20	4,706.40	4,942.40	5,188.80	5,448.80		X
3108	PA	Holistic Defense Mitigation Specialist III	12/20/2026	R15	4,662.40	4894.40	5140.00	5,396.00	5,666.40		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 **23rd** day of **September, 2025**, to wit:

**AYES:** Supervisors Fortunato Bas, Márquez, Miley, Tam & President Haubert - **5**

**NOES:** None

**EXCUSED:** None

*David G. Haubert*

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**PRESIDENT, BOARD OF SUPERVISORS**

File No: 31553  
Agenda No: 57  
Document No: O-2025-50



I certify that the foregoing is a correct copy of an Ordinance adopted by the Board of Supervisors, Alameda County, State of California

**ATTEST:**  
Clerk, Board of Supervisors

By: *[Signature]*  
Deputy

Approved as to Form

DONNA R. ZIEGLER, County Counsel

By Kristy van Herick  
Kristy van Herick, Assistant County Counsel

Ordinance No.

O-2025-51

AN ORDINANCE AMENDING  
CERTAIN PROVISIONS OF THE 2025-2026  
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, effective on the dates outlined below:

Item	MC	Classification Title	Eff Date	Unit Code	Level 1	Level 2	Level 3	Level 4	Level 5	FLSA Status
0204	PA	Management Associate II	9/28/2025	<del>U45</del> R15	3,125.60				4,038.40	X
0204	PA	Management Associate II	12/21/2025	R15	3,250.40				4,200.00	X
0204	PA	Management Associate II	12/20/2026	R15	3,380.80				4368.00	X
0601	PA	Management Consultant	1/1/2025	U15	<del>2,249.60</del> 2,640.00				12,412.00	X
3107	PA	Holistic Defense Mitigation Specialist II	9/28/2025	<del>U45</del> R15	3,918.40	4,114.40	4,320.00	4,536.00	4,763.20	X
3107	PA	Holistic Defense Mitigation Specialist II	12/21/2025	R15	4,075.20	4,279.20	4,492.80	4,717.60	4,953.60	X
3107	PA	Holistic Defense Mitigation Specialist II	12/20/2026	R15	4238.40	4,450.40	4,672.80	4,906.40	5,152.00	X
3108	PA	Holistic Defense Mitigation Specialist III	9/28/2025	<del>U45</del> R15	4,310.40	4,525.60	4,752.00	4,989.60	5,239.20	X
3108	PA	Holistic Defense Mitigation Specialist III	12/21/2025	R15	4,483.20	4,706.40	4,942.40	5,188.80	5,448.80	X
3108	PA	Holistic Defense Mitigation Specialist III	12/20/2026	R15	4,662.40	4894.40	5140.00	5,396.00	5,666.40	X
4999	SM	Crisis Services System of Care Director	9/28/2025	U45	6,768.00	7,106.40	7,461.60	7,834.40	8,226.40	X
0406	SM	Senior Crime Analyst	9/28/2025	029	3,995.20				5,099.20	X
0406	SM	Senior Crime Analyst	6/7/2026	029	4,155.20				5,303.20	X
0406	SM	Senior Crime Analyst	6/6/2027	029	4,321.60				5,515.20	X
8723	<del>SM</del> PA	Senior Emergency Services Coordinator	9/28/2025	029	3,768.00				4,581.60	X
8724	PA <del>SM</del>	Emergency Services Supervisor	9/28/2025	029	4,364.00				5,527.20	X
8725	SM	Emergency Services Manager	9/28/2025	029	5,229.60				6,356.00	X
8725	SM	Emergency Services Manager	6/7/2026	029	5,438.40				6,610.40	X
8725	SM	Emergency Services Manager	6/6/2027	029	5,656.00				6,875.20	X



Item	MC	Classification Title	Eff Date	Unit Code	Level 1	Level 2	Level 3	Level 4	Level 5	FLSA Status
4140	NM	Librarian II	8/3/2025	011		<del>3412.23</del> 3412.50	3581.25	3748.50	<del>3828.50</del> 3928.50	N

## SECTION II

**Article 3, Section 3-17, Subsection 3-17.36** of the County of Alameda Salary Ordinance is hereby amended to read as follows:

3-17.36 – Employees in Job Codes 0406, 1289, 1290, 8549N, 8561N, 8724, 8725, 8751N, 8756 and 8758 may be compensated at any biweekly amount in the salary range for that classification as determined by the Sheriff.

## SECTION III

**Article 3, Section 3-20** of the County of Alameda Salary Ordinance is hereby amended, including the addition of subsection 3-20.12 to read as follows:

3-20.1 – Not to exceed ten (10) persons ~~employees occupying positions under in~~ Job Code (“JC”) 1812 and only when assigned in writing by an employee in a Computer Operations JC 1833 to provide Manager either lead responsibilities over other employees in JCs 1811, 1812, 1809, and 1810 Computer Operators I/II and Data Processing Technicians I/II or when assigned lead responsibilities in functional areas including teleprocessing and major special projects, shall receive an additional 5 percent (5%) compensation of the base pay.

3-20.3 – Not to exceed one (1) person ~~employee occupying a position under in~~ Job Code 1813 ~~SM~~ when assigned supervisory responsibilities over staff assigned to the Teleprocessing Unit or batch day shift operations, shall receive an additional 5 percent (5%) compensation of the base pay.

3-20.5 – The salary level, within the range of salaries shown, for the incumbent of Job Code 1849 ~~SE (Director, Information Technology Department)~~ shall be determined by the County Administrator. 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.

3-20.6 – Not to exceed one (1) person ~~employee under in~~ Job Code 1835 ~~SM~~ when assigned a project of major or countywide scope with costs and consequences of greater impact and magnitude than normal for this class shall receive an additional 10 percent (10%) compensation of the base pay. When the project is completed or otherwise terminated the compensation authorized by this note will cease.

3-20.8 – Effective May 8, 2006, ~~the person~~ ~~employee occupying the position under in~~ Job Code 1849 ~~SE~~ when designated to serve in Job Code JC 1005 ~~SE~~ shall be compensated an additional twenty-five percent (25%) of the base pay, effective May 8, 2006.

3-20.9 – Effective July 7, 2013, ~~person~~ ~~employees occupying positions under in~~ Job Codes 9280 ~~NM, Telecom Technician~~ and 9286 ~~SM, Senior Telecom Technician~~, shall be compensated at the rate of one-fifth (1/5<sup>th</sup>) pay when assigned to standby duty between the hours of 5:00 p.m. Friday and 8:00 a.m. Monday.

3-20.10 – ~~Effective September 29, 2013, not to exceed three persons under Job Code 1826 MA when assigned to oversee multi-year projects involving several resources with varied technical and functional skill sets and acting as the system architect for the large system shall be compensated up to an additional 10 percent, as determined by the Director of the Information Technology Department.~~

Effective October 8, 2017, not to exceed four ~~(4) person~~employees under in Job Codes 1868~~PA~~ and Job Code 1836~~PA~~ when assigned to oversee multi-year projects involving several resources with varied technical and functional skill sets and acting as the system architect for the large system shall be compensated up to an additional 10 percent (10%) of the base pay, as determined by the ~~Director of the Information Technology Department~~Chief Information Officer. ~~Additionally, Effective August 28, 2016 Job Code 1826MA shall no longer be eligible to receive the additional compensation provided by this footnote provision.~~

3-20.12 – Effective August 3, 2025, not to exceed one (1) employee in JC 1845 when assigned by the Chief Information Officer the responsibility for countywide cybersecurity, Artificial Intelligence governance and oversight while concurrently managing multiple divisions within the Information Technology Department. This assignment involves significant countywide operational scope and requires elevated responsibility, strategic leadership, and substantial cross-departmental coordination shall receive an additional ten percent (10%) in compensation of the base pay.

#### 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 **23rd** day of **September, 2025**, to wit:

**AYES:** Supervisors Fortunato Bas, Márquez, Miley, Tam & President Haubert - **5**

**NOES:** None

**EXCUSED:** None

*David G. Haubert*

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**PRESIDENT, BOARD OF SUPERVISORS**

File No: 31553  
Agenda No: 57  
Document No: O-2025-51



I certify that the foregoing is a correct copy of an Ordinance adopted by the Board of Supervisors, Alameda County, State of California

**ATTEST:**  
Clerk, Board of Supervisors

By: *[Signature]*  
Deputy