

Human Resource Services

Lakeside Plaza Building
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September 25, 2012

SECOND READING

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Salary Ordinance Amendment

Dear Board Members:

CONTINUED FROM (Item #13)
Tuesday, 10/9/12

Recommendation:

That your Board adopt a Salary Ordinance amendment establishing a new job classification, with salary administration criteria, in the Alameda County Employee Retirement Association (ACERA) and amending an existing footnote in the Community Development Agency.

Discussion/Findings:

At the request of the Alameda County Employee Retirement Association (ACERA), we are recommending the new job classification of Job Code 1339PA, Compliance Officer, ACERA. The creation of this class is a result of the need to provide oversight for implementation, administration, monitoring, evaluation and reporting on a program of effective compliance with laws, rules and policies related to retirement contract compliance.

The Compliance Officer, ACERA will primarily be responsible for communicating the importance of the compliance function and compliance programs to management, the Board of Retirement, and other stakeholders. Additionally, this position will provide management with technical assistance for the vendor contracting process: pre-award contract review and post award compliance.

In addition, we are recommending amending Salary Ordinance Section 3-21.85 to remove the reference of Job Code 8215, Agricultural Biologist and to replace with Job Code 8419, Agricultural Investigator II, or Job Code 8420, Agricultural Investigator III. The proposed amendment is a result of a reorganization that resulted in several classifications being revised and new classifications developed.

Funding:

Funds are available in the 2012 and 2013 budget appropriation to pay the cost resulting from these actions.

Very truly yours,

Mary Welch, Interim Director
Human Resource Services

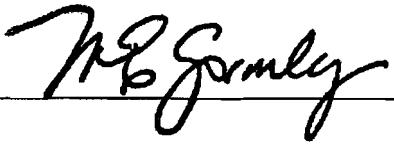
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Z:\Board letter 2012\10.09.12 Salary Ordinance ACERA and CDA

Cc: County Administrator
Auditor-Controller
County Counsel
General Manager, ACERA
Director, Community Development Agency

An Equal Opportunity Employer

Approved as to Form
DONNA ZIEGLER, County Counsel

By 

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2011-2012
ALAMEDA COUNTY SALARY ORDINANCE

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

SECTION I

Section 1-2.2 of Ordinance Number 0-2011-4 of the County of Alameda is hereby amended by the addition thereto of the following Job Code, Title, and Salary to be effective October 28, 2012.

Job Code	Title	STEP 01	STEP 02	STEP 03	STEP 04	STEP 05
1339 PA	Compliance Officer, ACERA	2948.40				3347.20

SECTION II

Article 3, of Ordinance Number 0-2011-4 of the County of Alameda is hereby amended by the amendment thereof of the following note.

3-21.29 Add "and Job Code 1339PA"

SECTION III

Article 3, of Ordinance Number 0-2011-4 of the County of Alameda is hereby amended by the amendment thereof of the following note, to be effective on the date shown.

3-21-85 Effective ~~September 19, 2010~~ October 14, 2012, not to exceed one ~~position~~ employee occupying a position under Job Code 8215 in Job Code 8419 or Job Code 8420, in the Agricultural/Weights and Measures Department, when assigned and performing duties related to the canine inspection of agricultural shipments, shall receive an additional five percent compensation, and in addition, shall receive an additional \$30.00 per bi-weekly pay period for the care and feeding of canine.

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 and of the members voting for and against the same in the Inter-City Express, a newspaper published in the said County of Alameda.