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**Human Resource Services**

October 2, 2017

Honorable Board of Supervisors  
Administration Building  
Oakland, CA 94612

**Subject: Salary Ordinance Amendment**

Dear Board Members:

**Recommendation:**

Adopt the following Salary Ordinance amendments:

- A. Establish the new job classification of Retired Annuitant, Zone 7 located in the Alameda County Flood Control and Water Conservation District;
- B. Establish the new job classification of Contract Compliance Supervisor located in the General Services Agency and to include salary administration criteria; and
- C. Establish a footnote for one position of Sheriff's Technician in the Alameda County Sheriff's Office.

**Discussion/Findings:**

We are recommending the new job classification of Job Code 4960SM, Retired Annuitant, Zone 7 in the Alameda County Flood and Water Conservation District. Incumbency to this classification is limited to individuals who are retired from regular employment in the Alameda County/Zone 7 Water Agency service. Appointees are assigned the full range of duties of another presently existing class and perform those duties in the capacity limited to a maximum of 120 working days or 960 working hours, whichever is greater, in one fiscal year or other twelve month period specified by the Zone 7 Board of Directors. Additionally, since the Retired Annuitant can be assigned the duties of any existing Zone 7 classification, the salary range for each job class extends from the lowest to the highest compensated position within the Agency. Further, the actual salary rate of the Retired Annuitant will be determined by the Zone 7 Water Agency prior to the job appointment.

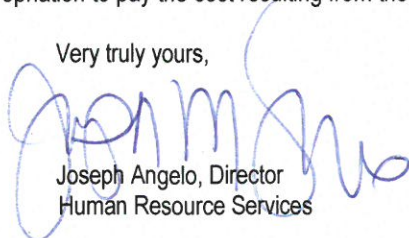
Additionally, we recommend the new job classification of Job Code 0451SM, Contract Compliance Supervisor in the General Services Agency. This single-occupant position will report to the Procurement Administrator and is responsible for the development and implementation of policies, procedures, and systems related to the Office of Acquisition Policy (OAP). Creation of this class will enable GSA to better direct efforts to meet the needs of its customers and achieve strategic objectives of the Agency for the County's management and oversight of the Small, Local and Emerging Business (SLEB) program.

Lastly, we recommend establishing an additional five percent footnote compensation for one position of Sheriff's Technician within the Alameda County Sheriff's Office that is assigned lead responsibilities as the system administrator for the Detention and Corrections Personnel Attendance data system at Santa Rita. Creation of this footnote will recognize the scope and level of responsibility of the system administrator role.

**Financing:**

Funds are available in the 2017-2018 budget appropriation to pay the cost resulting from these actions.

Very truly yours,



10/2/17

Joseph Angelo, Director  
Human Resource Services

JA:vb  
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- Cc: CAO  
Auditor-Controller  
County Counsel  
Director, Zone 7 Water Agency  
Director, General Services Agency  
Sheriff

# SECOND READING - CONTINUED FROM 10/10/2017

Approved as to Form  
DONNA ZIEGLER, County Counsel

  
By \_\_\_\_\_

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

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

### SECTION I

**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 Codes, Titles and Salaries, to be effective November 5, 2017.

Job Code	Title		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05
4960	SM Retired Annuitant, Zone 7	(Hourly Rate)	27.69				139.37
0451	SM Contract Compliance Supervisor	(Biweekly Rate)	3279.20				3985.60

### SECTION II

**Article 3, Subsection 3-11.9** of the County of Alameda Salary Ordinance is hereby amended by the underlined language to be effective November 5, 2017.

3-11.9 Persons occupying positions under Job Codes 0176PA, 0178SM, 0421SM, 2218SM, 2219SM (effective September 23, 2007), 7425SM, 9445SM, 9689M (effective 6/27/10), 9690SM, 9691PA, 9692SM, 9693PA, 9695MA, 9698PA, or 9699SM may be compensated at any biweekly amount in the salary range for that class as determined by the Director, General Services Agency. (BOS approved 9689M 6/29/10), and add Job Code 0185SM (effective 11/6/16) (BOS approved 11/2/16), and add Job Code 0193EM (effective January 29, 2017) (BOS approved 1/24/17), and add Job Code 6072EM (effective January 29, 2017) (BOS approved 1/24/17) and Job Code 0451SM (effective 11/5/17).

### SECTION III

**Article 3, Section 3-17** 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:

3-17.52 **Effective November 5, 2017**, not to exceed one person occupying a position under Job Code 8755NM, regularly assigned the task of system administrator for the Detentions and Corrections Personnel Attendance data system, shall be compensated an additional five percent.

### SECTION IV

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published 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.