

**Human Resource Services**

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

November 14, 2016

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Salary Ordinance Amendment and Adoption of One Sideletter of Agreement

Dear Board Members:

Recommendation:

- A. Adopt a Salary Ordinance amendment to (1) amend Section 3-13.18 in the Human Resource Services Department that provides additional compensation for Labor Relations Analyst, when assigned Human Resource Service responsibilities for an Operating Department and (2) adjust the salary for the Retirement Chief Technology Officer position in the Alameda County Employees Retirement Association.
- B. Adopt one sideletter of Agreement between the International Federation of Professional and Technical Engineers, (IFPTE) Local 21, Professional Association of County Employees (PACE), (Units S-06 and S-25) and the County of Alameda.

Discussion/Findings:

We are amending Salary Ordinance Section 3-13.18 in the Human Resource Services Department to include additional language that clarifies when a Labor Relations Analyst is eligible to receive the additional ten percent compensation that is provided in the footnote provisions.

Also, in order to be competitive and recruit the most qualified individual, we are recommending that the top step salary for the Retirement Chief Technology Officer, position be increased by 4.6% to be more in line with our external Bay Area comparators. As this position is currently vacant, increasing the salary will assist the department in their recruitment efforts. As such, step (5) will be adjusted accordingly.

Additionally, during the recent negotiations between the Professional Association of County Employees (PACE), (Units S-06 and S-25) and the County, an agreement was reached to remove the language located in Section 3, Union Security, Subsections C, D, and E in the 2015-2021 MOUs respectively. However, removal of this language was overlooked in the published version of the MOUs. As such, adoption of the sideletter of agreement formalizes the intent between the two parties.

Funding:

Funds are available in the 2016-2017 budget appropriation to pay the costs resulting from these actions.

Very truly yours,

Kathy Mount, Interim Director
Human Resource Services

KM:vb

Z:\Board letter 2016\11.22.16 Salary Ordinance Amendment_HRS_ACERA_PACE

Cc: County Administrator
Auditor-Controller
County Counsel
Chief Executive Officer, ACERA

By Andrew J. Antice

O-2016-64

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 3, Section 3-13, Subsection 3-13.18 of the County of Alameda Salary Ordinance is hereby amended to read as follows:

- 3-13.18 ~~Effective January 3, 2016; Effective October 9, 2016~~ **Effective November 6, 2016** employees in Job Code 0283PA and Job Code 0284PA, when performing the full-time responsibility of a Labor Relations Analyst and two of the following additional responsibilities: (a) when assigned overall responsibilities for Human Resource Services for an Operating Department (b) when assigned supervision of Human Resource Services Trainees or (c) when assigned technical responsibility over a Labor Relations Analyst I, shall be compensated an additional ten percent of the base pay.

SECTION II

Article 1, Section 1-2, Subsection 1-2.2 of the County of Alameda Salary Ordinance is hereby amended by the amendment thereof of the following Salary to be effective December 18, 2016.

Job Code	Title	STEP 01	STEP 02	STEP 03	STEP 04	STEP 05
1365	SM Retirement Chief Technology Officer	3431.20				5916.80

SECTION III

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.

THE FOREGOING was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this 6th day of December, 2016, to wit:

AYES: Supervisors Carson, Chan, Miley & Valle – 4

NOES: None

EXCUSED: President Haggerty – 1



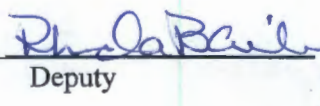
PRESIDENT, BOARD OF SUPERVISORS

File: 29835
Agenda No: 21
Document No: O-2016-64



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: 
Deputy

SIDELETTER OF AGREEMENT
BETWEEN
THE PROFESSIONAL ASSOCIATION OF COUNTY EMPLOYEES IFPTE, LOCAL 21,
REPRESENTATION UNITS S-06 AND S-25
AND
THE COUNTY OF ALAMEDA

OCTOBER 31, 2016

The parties agree to modify the 2015-2021 MOU as follows:

~~C. MAINTENANCE OF MEMBERSHIP.~~ Employees in Representation Unit S-25 who are members of the Union on the date upon which this Memorandum of Understanding is executed or who become members of the Union during the term of this Memorandum of Understanding shall remain members during the term of this Memorandum of Understanding except that such employees may withdraw during the month of July of any year pursuant to subsection E.

~~D. DUES DEDUCTION.~~ Dues deduction shall be made only upon signed authorization from the employee. Initial authorization shall be forwarded to the Human Resource Services Employee Benefits Center and shall be processed through payroll. The effective date of dues deductions for employees shall be the pay period immediately following receipt, or as soon as administratively possible by the County, of the dues deduction authorization.

~~E. REVOCATION OF AUTHORIZATION.~~ Any employee desiring to revoke his/her authorization for Union dues shall submit a written request to the Human Resource Services Employee Benefits Center within the month of July. Failure to timely notify the Human Resource Services Employee Benefits Center shall be deemed an abandonment of the right to revocation until the next appropriate time period.

~~— The Human Resource Services Employee Benefits Center shall promptly forward a copy of said letter to the Union. No authorizations shall be revoked for a period of two biweekly pay periods following transmittal of said letter to the Union. The effective date of any revocation of any existing authorization shall be the end of the following two biweekly pay periods.~~


FC.. AGENCY SHOP

For the County of Alameda:


Cynthia Baron

Date: 10/31/16

For PACE (Units S-06 & S-25):


Kyra Byrne Steele

Date: 10/31/16

THE INTER-CITY EXPRESS

~ SINCE 1909 ~

1109 OAK STREET STE 103, OAKLAND, CA 94607-4866
Telephone (510) 272-4747 / Fax (510) 465-1657

Jasmin Alvarez - Rhonda Bailey
ALAMEDA CO CLERK BD OF SUPERVISORS
1221 OAK ST 5TH FLR
OAKLAND, CA - 94612

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of ALAMEDA) ss

Notice Type: ORD - ORDINANCE PUBLICATION

Ad Description: O-2016-64 Salary Ordinance amendment to (1) amend
Section 3-13.18

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer and publisher of the INTER-CITY EXPRESS, a newspaper published in the English language in the City of Oakland, County of Alameda, State of California.

I declare that the INTER-CITY EXPRESS is a newspaper of general circulation as defined by the laws of the State of California as determined by this Court's order, dated October 21, 1910, in the action entitled In the Matter of the Application of the INTER-CITY EXPRESS Publishing Company Establishing "THE INTER-CITY EXPRESS" To be a Newspaper of General Circulation, Case Number 33837, and as Amended November, 19, 1974. Said order, as amended, Orders that: "The INTER-CITY EXPRESS' is a newspaper of general circulation, as defined in Section 6000 et seq. of the Government Code, for the City of Oakland, the County of Alameda, and The State of California." Said order as amended has not been revoked.

I declare that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

12/22/2016

Executed on: 12/22/2016
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature

Email

This space for filing stamp only

OK #: 2958875

O-2016-64 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 3, Section 3-13, Subsection 3-13.18 of the County of Alameda Salary Ordinance is hereby amended to read as follows: 3-13.18 Effective January 3, 2016, Effective October 9, 2016 Effective November 6, 2016 employees in Job Code 0283PA and Job Code 0284PA, when performing the full-time responsibility of a Labor Relations Analyst and two of the following additional responsibilities: (a) when assigned overall responsibilities for Human Resource Services for an Operating Department (b) when assigned supervision of Human Resource Services Trainees or (c) when assigned technical responsibility over a Labor Relations Analyst I, shall be compensated an additional ten percent of the base pay. SECTION II Article 1, Section 1-2, Subsection 1-2.2 of the County of Alameda Salary Ordinance is hereby amended by the amendment thereof of the following Salary to be effective December 18, 2016. Job Code Title STEP 01 STEP 02 STEP 03 STEP 04 STEP 05 1365 SM Retirement Chief Technology Officer 3431.20 5916.80 SECTION III 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. Adopted by the Board of Supervisors of the County of Alameda, State of California, on December 6, 2016, by the following called vote: AYES: Supervisors Carson, Chan, Miley & Valle - 4 NOES: None EXCUSED: President Haggerty - 1 SCOTT HAGGERTY President of the Board of Supervisors County of Alameda, State of California ATTEST: ANIKA CAMPBELL-BELTON Clerk of the Board of Supervisors, County of Alameda Approved as to Form DONNA R. ZIEGLER, County Counsel By: Andrea Carise 12/22/16

OK-2958875#



* A 0 0 0 0 0 4 3 1 2 4 8 7 *

EL MUNDO

This space for filing stamp only

1433 WEBSTER ST STE 100, OAKLAND, CA 94612
Telephone (510) 287-8211 / Fax (510) 287-8247

Jasmin Alvarez - Rhonda Bailey
ALAMEDA CO CLERK BD OF SUPERVISORS
1221 OAK ST 5TH FLR
OAKLAND, CA - 94612

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of ALAMEDA) ss

Notice Type: ORD - ORDINANCE PUBLICATION

Ad Description:

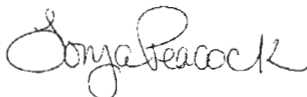
O-2016-64 Salary Ordinance amendment to (1) amend Section 3-13.18

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the EL MUNDO, a newspaper published in the English language in the city of , and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of ALAMEDA, State of California, under date of 06/26/1964, Case No. 341227. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

12/29/2016

Executed on: 12/30/2016
At OAKLAND, CA

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature

CNS#: 2958876

O-2016-64 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 3, Section 3-13, Subsection 3-13.18 of the County of Alameda Salary Ordinance is hereby amended to read as follows: 3-13.18 Effective January 3, 2016, Effective October 9, 2016 Effective November 6, 2016 employees in Job Code 0283PA and Job Code 0284PA, when performing the full-time responsibility of a Labor Relations Analyst and two of the following additional responsibilities: (a) when assigned overall responsibilities for Human Resource Services for an Operating Department (b) when assigned supervision of Human Resource Services Trainees or (c) when assigned technical responsibility over a Labor Relations Analyst I, shall be compensated an additional ten percent of the base pay. SECTION II Article 1, Section 1-2, Subsection 1-2.2 of the County of Alameda Salary Ordinance is hereby amended by the amendment thereof of the following Salary to be effective December 18, 2016. Job Code Title STEP 01 STEP 02 STEP 03 STEP 04 STEP 05 1365 SN Retirement Chief Technology Officer 3431.20 5916.80 SECTION III 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. Adopted by the Board of Supervisors of the County of Alameda, State of California, on December 6, 2016, by the following called vote: AYES: Supervisors Carson, Chan, Miley & Valle - 4 NOES: None EXCUSED: President Haggerty - 1 SCOTT HAGGERTY President of the Board of Supervisors County of Alameda, State of California ATTEST: ANIKA CAMPBELL-BELTON Clerk of the Board of Supervisors, County of Alameda Approved as to Form DONNA R. ZIEGLER, County Counsel By: Andrea Carlise 12/29/16 CNS-2958876# EL MUNDO



Email

* A 0 0 0 0 0 4 3 1 9 5 6 7 *

OAKLAND POST

This space for filing stamp only

1433 WEBSTER ST STE 100, OAKLAND, CA 94612
Telephone (510) 287-8211 / Fax (510) 287-8247

Jasmin Alvarez - Rhonda Bailey
ALAMEDA CO CLERK BD OF SUPERVISORS
1221 OAK ST 5TH FLR
OAKLAND, CA - 94612

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of ALAMEDA) ss

Notice Type: ORD - ORDINANCE PUBLICATION

Ad Description:

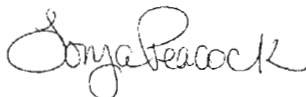
O-2016-64 Salary Ordinance amendment to (1) amend Section 3-13.18

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the OAKLAND POST, a newspaper published in the English language and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of ALAMEDA, State of California, under date of 06/26/1964, Case No. 341227. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

12/28/2016

Executed on: 12/28/2016
A: OAKLAND, CA

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature

CNS#: 2958877

O-2016-64 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 3, Section 3-13, Subsection 3-13.18 of the County of Alameda Salary Ordinance is hereby amended to read as follows: 3-13.18 Effective January 3, 2016, Effective October 9, 2016 Effective November 6, 2016 employees in Job Code 0283PA and Job Code 0284PA, when performing the full-time responsibility of a Labor Relations Analyst and two of the following additional responsibilities: (a) when assigned overall responsibilities for Human Resource Services for an Operating Department (b) when assigned supervision of Human Resource Services Trainees or (c) when assigned technical responsibility over a Labor Relations Analyst I, shall be compensated an additional ten percent of the base pay. SECTION II Article 1, Section 1-2, Subsection 1-2.2 of the County of Alameda Salary Ordinance is hereby amended by the amendment thereof of the following Salary to be effective December 18, 2016. Job Code Title STEP 01 STEP 02 STEP 03 STEP 04 STEP 05 1365 SM Retirement Chief Technology Officer 3431.20 5916.80 SECTION III 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. Adopted by the Board of Supervisors of the County of Alameda, State of California, on December 6, 2016, by the following called vote: AYES: Supervisors Carson, Chan, Miley & Valle - 4 NOES: None EXCUSED: President Haggerty - 1 SCOTT HAGGERTY President of the Board of Supervisors County of Alameda, State of California ATTEST: ANIKA CAMPBELL-BELTON Clerk of the Board of Supervisors, County of Alameda Approved as to Form DONNA R. ZIEGLER, County Counsel By: Andrea Carlise 12/28/16 CNS-2958877# OAKLAND POST



Email

* A 0 0 0 0 0 4 3 1 6 7 4 4 *