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Human Resource Services

November 22, 2022

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

SUBJECT: ADOPT SALARY ORDINANCE AMENDMENTS TO: 1) UPDATE SUBSECTION 1-1.1 TO ESTABLISH THE CLASSIFICATIONS OF DIVERSITY, EQUITY, AND INCLUSION DEPUTY DIRECTOR (JOB CODE ("JC") #0497) AND DIVERSITY, EQUITY, AND INCLUSION DIRECTOR (JC #0498) 2) AMEND SUBSECTION 3-6.7 TO ADD JCS #0497 AND #0498; 3) DELETE SUBSECTION 3-6.17; AND 4) AMEND SUBSECTION 3-12.87

Dear Board Members:

RECOMMENDATION:

Adopt Salary Ordinance amendments to:

- i. Update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1 to establish two (2) new classifications of Diversity, Equity, and Inclusion Deputy Director (Job Code ("JC") #0497) and Diversity, Equity, and Inclusion Director (JC #0498) located in the County Administrator's Office ("CAO") effective December 11, 2022;
- ii. Amend Article 3, Section 3-6 (County Administrator Department) to update subsection 3-6.7 to add salary administration criteria for the new classifications of Diversity, Equity, and Inclusion Deputy Director (JC #0497) and Diversity, Equity, and Inclusion Director (JC #0498) located in the CAO effective December 11, 2022;
- iii. Amend Article 3, Section 3-6 (County Administrator Department) to delete subsection 3-6.17 effective December 11, 2022; and
- iv. Amend Article 3, Section 3-12 (Health Care Services Agency), subsection 3-12.87 to include the classification of ALL IN Physician (JC #5142) to receive an additional five percent (5%) compensation of the base salary upon establishing and maintaining proof of certification from the American Board of Medical Specialists effective December 11, 2022.

DISCUSSION/SUMMARY:

Staff recommends that your Board approve establishing two (2) new unrepresented classifications of Diversity, Equity, and Inclusion Deputy Director (JC #0497) ("Deputy Director") and Diversity, Equity, and Inclusion Director (JC #0498) ("Director") located in the CAO effective December 11, 2022. CAO requested to create said new classifications to further embrace and advance the County of Alameda ("County") diversity, equity, and inclusion efforts and programs. The Director will be responsible for directing a team to develop and implement strategies and initiatives, partner with critical stakeholders to achieve transformation changes, and oversight of the diversity, equity and inclusion programs, projects and processes. The Director will also direct and provide internal consulting services and leadership coaching to agencies/departments to support and provide guidance to their internal efforts to align with the County's overall strategic goals, mission and core values

relative to diversity, equity, and inclusion. Staff conducted a salary survey of the five (5) Bay Area counties and found four (4) comparable matches. As such, the salary recommendation for the Director classification is based on the median salary of the four (4) comparable survey jurisdictions. In addition, the Deputy Director classification will report to the Director and will provide support and relief for the Director to oversee the critical diversity, equity and inclusion functions on a countywide basis. Staff did not conduct a salary survey for the Deputy Director classification as it was determined based on internal alignment to recommend the salary for the Deputy Director to be at approximately ten percent (10%) below the Director classification. Therefore, staff recommends establishing the proposed salary ranges as listed in the Salary Ordinance amendment for the said two (2) new classifications effective December 11, 2022. In addition, staff recommends amending Article 3, Section 6 (County Administrator Department), subsection 3-6.7 of the Salary Ordinance to include salary administration criteria for the new classifications of Diversity, Equity, and Inclusion Deputy Director (JC #0497) and Diversity, Equity, and Inclusion Director (JC #0498) and applying non-substantive cleanup to this subsection effective December 11, 2022.

Further, in June 2022, your Board approved the transfer of the positions assigned to the ALL IN Program under the County Administrator's Office to the Social Services Agency and Health Care Services Agency ("HCSA"). Three (3) positions were transferred to HCSA, including the ALL IN Physician classification (JC #5142). When the ALL IN Physician classification was first established in 2020, a Salary Ordinance provision was created to allow for an additional five percent (5%) compensation of the base pay when the incumbent establishes and maintains proof of certification from the American Board of Medical Specialties, which is a similar provision received by other physicians and physician managers within the County. With the transfer of this position to HCSA, the existing Salary Ordinance provision under subsection 3-6.17 shall be deleted, and such provision should be included under subsection 3-12.87. Therefore, staff recommends deleting subsection 3-6.17 and amending subsection 3-12.87 that applies to Physician IVs and Vs to include the classification of ALL IN Physician (JC #5142) and applying non-substantive cleanup to this subsection effective December 11, 2022.

FINANCING:

Funds are available in the 2022 – 2023 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the applicable recommendation.

VISION 2026 GOAL:

The annual Ordinance adoption 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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Joe Angelo, Director
Human Resource Services

- c: CAO
- Auditor-Controller
- County Counsel
- Director, Health Care Services Agency

By 
Kristy van Herick, Asst. County Counsel

O-2022-51

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2022 – 2023
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, to be effective December 11, 2022:

Job Code		Classification Title	Unit Code	Step 1	Step 2	Step 3	Step 4	Step 5	FLSA Status
0497	SM	Diversity, Equity, and Inclusion Deputy Director	U50	5261.60				6396.00	X
0498	SM	Diversity, Equity, and Inclusion Director	U50	5800.80				7052.00	X

SECTION II

Article 3, Section 3-6, Subsection 3-6.7 of the County of Alameda Salary Ordinance is hereby amended, to read as follows:

3-6.7 – Persons employed under Job Codes 0224PA, 0240PA, 0243PA, 0245PA, 0250PA, 0251PA, 0252PA, 0253PA, 0254PA, 0255SM, 0258SM, 0259PA, 0270PA, 0271SM, 0469SM, 0470PA, 0475SM, 0478SM, 0486PA, 0487PA, 0488PA, 0489PA, 0490PA, 0491PA, 0492SM, 0493PA, 0497SM, 0498SM, 1008SM, ~~0258SM~~, and 1229CA may be compensated at any biweekly amount within the range of salaries shown for those classes as determined by the Department Head. It is further provided that the salaries shall not be subject to the 5-step salary plan nor to general adjustments prescribed for other County employees. In order for an incumbent to receive a salary in excess of 22% above the first step, but not to exceed five percent (5%) below the top step the incumbent must meet criteria 1 or 2, and 3.

1. Regularly and individually handle complex assignments requiring skill, expertise, sensitivity, and judgment beyond that normally required for the journey level position.
2. Have lead responsibility over a group of positions in the same job class.
3. Achieve an above-average performance rating.

The top five percent (5%) of the respective salary range for each class is reserved for employees who are assigned, on a continuing basis, the most difficult and/or sensitive projects, those having administrative/managerial responsibilities not normally part of their ongoing assignment, and/or performance evaluations deemed by the Department Head to be extraordinary.

SECTION III

Article 3, Section 3-6, Subsection 3-6.17 of the County of Alameda Salary Ordinance is hereby amended, by deleting the following effective December 11, 2022:

~~3-6.17— Effective September 6, 2020, not to exceed one (1) employee in Job Code 5142SM shall receive an additional five percent (5%) compensation of the base salary upon establishing and maintaining proof of certification from the American Board of Medical Specialties. (BOS approved 11/24/20)~~

SECTION IV

Article 3, Section 3-12, Subsection 3-12.87 of the County of Alameda Salary Ordinance is hereby amended, to read as follows:

3-12.87 – Effective ~~two pay periods following adoption of the 2017–2022 ACMEA General Government and Confidential MOU, by the Board of Supervisors March 11, 2018~~, employees occupying positions under Job Codes 5141 and 5143, ~~and effective December 11, 2022, an employee occupying a position under Job Code 5142~~, shall receive an additional five percent (5%) compensation 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~~.

In addition to the compensation provided in this note above, effective ~~two pay periods following adoption of the 2017–2022 ACMEA General Government and Confidential MOU by the Board of Supervisors March 11, 2018~~, employees occupying positions under Job Codes 5141 and 5143, who are Board-certified in child psychiatry, and who are regularly assigned to supervise Physician II (~~Job Code 5137~~)s and Physician III (~~Job Code 5139~~)s 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 ~~5-five~~ percent (5%) compensation ~~of base pay~~, upon established proof of eligibility for certification from the appropriate American Specialty Board.

SECTION V

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 6th day of **December, 2022**, to wit:

AYES: Supervisors Brown, Haubert, Miley, Valle & President Carson – 5

NOES: None

EXCUSED: None



PRESIDENT, BOARD OF SUPERVISORS

File No: 30913
Agenda No: 35
Document No: O-2022-51



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: RBailey
Deputy