

# MARIPOSA COUNTY

Human Resources/Risk Management • (209) 742-1378



## RESOLUTION - ACTION REQUESTED 2015-517

MEETING: November 3, 2015

TO: The Board of Supervisors

FROM: Steve Johnson, Human Resources Director - Risk Manager

RE: Approve Equity Salary Adjustments

### RECOMMENDATION AND JUSTIFICATION:

Approve, Effective November 1, 2015, Salary Equity Adjustments to Selected County Classifications Based on the Results of a Compensation Study that was Administered by the County in 2014 and Conducted by Bryce Associates; Approve Budget Action Reducing General Fund Contingency to Accommodate the Equity Adjustment (\$9,613).

On February 14, 2014, the Board of Supervisors awarded an Agreement for Services to Bryce Consulting to a conduct a comprehensive Compensation Study ("study") of 102 County classifications using nine other California Counties as study comparators. On June 17, 2014, the Board of Supervisors received a presentation of the results of this study by Shellie Anderson of Bryce Consulting.

The Board of Supervisors agreed as part of the existing Memorandums of Understanding with both Service Employees International Union (SEIU) and Mariposa County Managerial and Confidential Organization (MCMCO) to meet and confer concerning the recommendations of this study no less than six months from the date the County appointed a permanent Human Resources Director. Subsequent to the hire of the current County Human Resources Director on March 2, 2015, both SEIU and MCMCO graciously agreed to extend the time until the end of the current calendar year to meet and confer with the County's representatives regarding the study.

On October 14, 2015, the Human Resources Director and County Administrative Officer met with representatives from SEIU to discuss the recommendations from the study. A similar meeting was held between the Human Resources Director, County Administrative Officer and representatives from MCMCO on October 15, 2015.

As a result of discussions with the Board in Closed session, and meetings with SEIU and MCMCO regarding the study, staff is returning to the Board to recommend that salary equity adjustments be made to the following four County classifications, two of which are unfilled, effective November 1, 2015:

<u>Classification Title</u>	<u>Proposed % Increase</u>
-----------------------------	----------------------------

## Resolution - Action Requested 2015-517

Deputy District Attorney II*	5%
Assessment/Recording Clerk II	1%
Assessment/Recording Clerk III*	5%
Assistant Auditor	11.5%

\* Classifications are currently vacant.

These proposed classification equity salary adjustments also incorporate good public sector compensation practices by helping to ensure that salary compaction of less than 10 percent between positions within a classification series will not occur (as in the case of the Assessment/Recording Clerk III classification), and that internal equity between similar classifications within the County will occur (as in the case of the Assistant Auditor classification).

Staff intends to return to the Board at a future date to discuss a possible equity adjustment for another County classification. The affected Department is willing to wait to a future date based on Board direction.

To accommodate the equity adjustments it is necessary to reduce General Fund Contingency.

### **BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board has not yet acted on the aforementioned recommendations from staff on the survey conducted in 2014 for SEIU, MCMCO or Confidential staff.

### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Staff has met and conferred in good faith with SEIU and MCMCO regarding the proposed adjustments, along the Board of Supervisors in Closed Session. A non affirmative response to staff's recommendation would require staff to return and continue the meet and confer process with the affected Bargaining Units.

### **FINANCIAL IMPACT:**

**The General Fund Contingency will be reduced by \$9,613 and appropriations will be increased in the Auditor and the Assessor/Recorder budgets to accommodate the equity adjustments.**

### **ATTACHMENTS:**

**Budget Adjustments (PDF)**

### **CAO RECOMMENDATION**

Requested Action Recommended

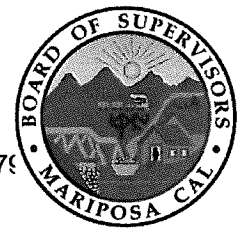
### **COMMENTS**

There is a Current Balance of \$598,859 in the General Fund Contingency.



# MARIPOSA COUNTY

Human Resources/Risk Management • (209) 742-1378



## RESOLUTION - ACTION REQUESTED 2015-517

*Mary Hodson*  
Mary Hodson, CAO 10/28/2015

**RESULT:** ADOPTED BY CONSENT VOTE [UNANIMOUS]  
**MOVER:** Marshall Long, District III Supervisor  
**SECONDER:** Kevin Cann, District IV Supervisor  
**AYES:** Smallcombe, Jones, Long, Cann, Carrier

## BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE	
001	0109	423-0195	Assessment Clerk II		430		
001	0109	423-0310	Social Security		19		
001	0109	423-0311	Medicare		5		
001	0109	423-0314	Retirement Employer		70		
001	0109	423-0196	Assessment Clerk III		1,181		
001	0109	423-0310	Social Security		72		
001	0109	423-0311	Medicare		17		
001	0109	423-0314	Retirement Employer		473		
001	0109	423-0315	Retirement Employee		17		
			Equity Adjustment				
			Assessment Recording Clerk II/III				
001	0104	414-1090	Contingency			2,283	
					TOTALS	2,283	2,283

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT

**ACTION REQUESTED: (Check all that apply)**

- Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from contingencies
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

JUSTIFICATION:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DEPT HEAD SIGNATURE <i>Berkey Cox</i> APPROVED BY RES NO. <i>15-517</i> CLERK <i>Marcy Smith</i> DEPARTMENT _____	DATE <i>11-5-15</i> DATE <i>11-6-15</i> AUDITOR'S USE ONLY BA # _____
---	--

## BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0107	421-0101	Assistant Auditor		5,582	
001	0107	421-0310	Social Security		344	
001	0107	421-0311	Medicare		81	
001	0107	421-0314	Retirement Employer		1,209	
001	0107	421-0315	Retirement Employee		114	
			Equity Adjustment			
001	0104	414-1090	Contingency			7,330
				TOTALS	7,330	7,330

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT

**ACTION REQUESTED: (Check all that apply)**

- Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from contingencies
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

**JUSTIFICATION:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DEPT HEAD SIGNATURE <i>Domenick Beauchamp</i>	DATE <i>11-5-15</i>	
APPROVED BY RES NO. <i>15-517</i> CLERK <i>Tracy Santolin Deputy</i>	DATE <i>11-6-15</i>	
DEPARTMENT _____	AUDITOR'S USE ONLY BA # _____	