RESOLUTION - ACTION REQUESTED 2017-175

MEETING: April 4, 2017

TO: The Board of Supervisors

FROM: Steve Johnson, Human Resources Director - Risk Manager

RE: Increase Annual Salary for Clerk of the Board Effective January 1, 2017

RECOMMENDATION AND JUSTIFICATION:
Increase the annual salary for the Clerk of the Board from $70,128 to $73,634, effective retroactive to January 1, 2017.

The Board of Supervisors established the Clerk of the Board as a Department Head level position in July 2014. A recent set of increases to all County Department Heads, which were effective January 1st of this year, included an increase to the Clerk of the Board’s salary of five percent. However, based on a 2014 County-wide Compensation Study, the Clerk of the Board’s salary, even with this recent increase, is still below the market average. Staff is now returning to the Board to request an additional five percent increase in the Clerk of the Board’s annual salary to help address this equity issue and to more fully recognize the Clerk’s increasing complexity of work.

The recommended retroactivity of this increase is made pursuant to Government Code 20636(e) (1) which indicates that one employee may not be considered a group or class. As a result, the increase would be made retroactive and part of the salary increases that were provided to other County Department Heads effective January 1, 2017.

No budget action is needed for this item as costs from Department salary savings will be used to pay for the increase.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The following are significant past actions relating to the Clerk of the Board’s position within the County:

Jan. 1, 1979 Clerk of the Board position established. (Ordinance number 492).

April, 1988 Clerk of the Board Job Description created with the Board of Supervisors and County Administrative Officer as Supervisor.

Dec. 21, 2004 Clerk of the Board Job Description amended and supervision moved solely under the County Administrative Officer. (Resolution 04-545)

Nov. 12, 2012 Appointment of the current Clerk of the Board.
July 8, 2014  Clerk of the Board separated from County Administrative Officer and placed under the Board of Supervisors.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
A negative action would result in a salary that would not accurately align with the results from the County-wide 2014 Compensation Study.

CAO RECOMMENDATION

Dallin Kimble
Dallin Kimble, Interim CAO  3/29/2017

RESULT:     ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:      Kevin Cann, District IV Supervisor
SECONDER:   Merlin Jones, District II Supervisor
AYES:       Menetrey, Smallcombe, Jones, Long, Cann