



Legislation Text

File #: 21-899, Version: 3

Memorandum

Date: September 21, 2021

To: The Honorable Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: Resolution Establishing Salaries and Benefits for Management Employees for the Period from November 1, 2021, to June 30, 2025

Executive Summary:

We are very excited to present the attached Resolution Establishing Salaries and Benefits for Management Employees for the period of November 1, 2021 - June 30, 2025.

Your Board appointed Supervisors Simon and Scott, Chief Deputy County Administrative Officer, Stephen Carter, and me to meet with Department Heads on behalf of unrepresented Management. The attached Resolution is presented with the concurrence of these parties and we are grateful to Chief Probation Officer Rob Howe, Behavioral Director Todd Metcalf and Sheriff Brian Martin for the contributions to it's development.

This Resolution spans three years and eight months, and completes implementation of our 2019 Classification and Total Compensation Study, conducted by CPS-HR, in four phases:

- Effective November 1, 2021, 98% of October 2019 market median
- Effective July 1, 2022, 100% of October 2019 market median, equivalent to a 2% COLA
- Effective July 1, 2023, 102% of October 2019 market median, equivalent to a 2% COLA
- Effective July 1, 2024, 105% of October 2019 market median, equivalent to a 3% COLA

The "October 2019 Market Median" is understood to be the midpoint of salaries in the 12 "Comparison Counties" included in the Study, as of the point in time at which data was gathered. Comparison Counties included those of similar size, and neighboring counties with which we directly compete for talent: Calaveras; Colusa; Glenn; Humboldt; Mendocino; Napa; Nevada; Sonoma; Sutter; Tehama; Yolo; and Yuba.

2019's Study was the first completed on behalf of the County of Lake since 2003. Comparison Counties were selected in collaboration with Department Heads and leaders of labor groups.

This Resolution updates references to Chief Probation Officer and Chief Deputy Probation Officer to "Peace Officer," thus enabling all Peace Officer Classifications in this group to receive educational

incentives comparable to those afforded their subordinate classes.

Language pertaining to longevity is also updated, so employees retain longevity steps on promotion. Subsequent longevity steps are earned after five years of service in the new class.

In an effort to become more competitive with benefits provided in other counties to Management employees, this Resolution increases Administrative Leave from 40 to 60 hours per year and provides for annual cash out of up to 40 hours of unused Vacation time for employees who have accrued more than 200 hours. A comparable increase to the off-salary schedule pay in lieu of vacation and sick leave for elected department heads is likewise included.

Under this Resolution, the County will likewise provide Air Medical Ambulance (REACH) membership at no employee cost. Effective July 1 2022, Life Insurance coverage provided under our group plan will also be expanded to the amount of each employee's base annual salary, capped at \$100,000.

As your Board recalls, last year, when your Board took the first step in implementing the CC Study, unrepresented management was given less, in proportion to other represented groups. We are very grateful for the cooperation, collaboration and, especially, the extraordinary patience of unrepresented management employees over the years it has taken to reach this point.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 (check all that apply):

☐ Not applicable

- ☒ Well-being of Residents
- ☐ Economic Development
- ☐ Community Collaboration

- ☐ Public Safety
- ☐ Infrastructure
- ☒ Business Process Efficiency

- ☐ Disaster Prevention, Preparedness, Recovery
- ☒ County Workforce
- ☐ Clear Lake

Recommended Action:

Adopt Resolution Establishing Salaries and Benefits for Management Employees for the Period from November 1, 2021, to June 30, 2025.