



Legislation Text

File #: 21-922, **Version:** 1

Memorandum

Date: September 28, 2021

To: The Honorable Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: Resolution Establishing Salaries and Benefits for Employees Assigned to the Confidential Unit, Section A, for October 21, 2021, to June 30, 2025

Executive Summary:

We are very excited to present the attached Resolution Establishing Salaries and Benefits for Employees Assigned to the Confidential Unit, Section A, for October 21, 2021, to June 30, 2025

Your Board appointed HR Director Pam Samac, Deputy CAO Matthew Rothstein and me to meet with the Confidential employees and we did so on September 7, 2021. We greatly value the work of Confidential employees in Human Resources, County Counsel, the Auditor-Controller's Office and Administration in support of the vision of your Board.

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 October 21, 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.

Additionally, under this MOU, the County will provide Air Medical Ambulance (REACH) membership at no employee cost, effective January 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), effective July 1, 2022.

Here is a summary of further changes from the prior Resolution:

Clarification of salary step advancement in the case of less than satisfactory performance

Clarification of salary upon promotion or reclassification

Updates to language regarding longevity. Employees will retain longevity steps on promotion, with subsequent longevity steps earned after five years of service in the new classification.

We recommend your Board adopt this Resolution, and, again, we appreciate the many people that worked in earnest to bring this historic step to strengthen and stabilize our workforce to fruition.

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

☐ Public Safety

☐ Disaster Prevention, Preparedness, Recovery

☐ Economic Development

☐ Infrastructure

☒ County Workforce

☐ Community Collaboration

☒ Business Process Efficiency

☐ Clear Lake

Recommended Action:

Adopt Resolution Establishing Salaries and Benefits for Employees Assigned to the Confidential Unit, Section A, for October 21, 2021, to June 30, 2025