



Legislation Text

File #: 21-942, **Version:** 1

Memorandum

Date: September 28, 2021

To: The Honorable Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: Memorandum of Understanding By and Between the Lake County Sheriff's Management Association and the County of Lake for November 1, 2021 - June 30, 2025

Executive Summary:

We are very excited to present the attached Memorandum of Understanding (MOU) with the Lake County Sheriff's Management Association (LCSMA).

We are deeply grateful for the tremendous public safety work undertaken everyday by LCSMA employees, in their leadership capacity in the Sheriff's Department and in the Jail.

We also value the collaboration of LCSMA's labor representatives who contributed significantly to MOU development. On September 1, 2021, the unit advised that it had voted to ratify this MOU.

This MOU spans approximately three years, 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.

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.

In an effort to become more competitive with management benefits provided in other counties, this MOU 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.

Here is a summary of further changes from LCSMA's prior MOU:

Commencing January 1, 2023, provides this unit with the same health benefit contribution as their LCDSA subordinates

Standardized language around the five-step salary system

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

Corrected typographical error regarding vacation accrual (200 hours after 20 years, as per other appointed management employees)

As your Board recalls, last year, when your Board took the first step in implementing the CC Study, management was given less, in proportion to other employee 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.

We recommend your Board adopt this MOU, 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
- ☐ Economic Development
- ☐ Community Collaboration

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

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

Recommended Action:

Adopt Memorandum of Understanding By and Between the Lake County Sheriff's Management

Association, and the County of Lake for November 1, 2021 - June 30, 2025