



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

5f

AGENDA REPORT
 Consent | Action

August 1, 2022

TO: Commissioners
FROM: Keene Simonds, Executive Officer
SUBJECT: Commission Ratification |
 Employees’ Wage and Benefit Changes

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will consider ratifying wage and benefit changes for employees consistent with the County of San Diego’s new labor agreements retroactive to July 1, 2022. The changes would apply over a three-year period beginning in 2022-2023 and marked by a 5.0% cost-of-living adjustment. Subsequent cost-of-living adjustments in the amount of 2.75% are also provided in 2023-2024 and 2024-2025. Other compensation changes are detailed and based on employee class. The fiscal impact of the wage and benefit changes for the current fiscal year were contemplated in the adoption of the operating budget and no amendments would be needed.

BACKGROUND

Adopted Compensation Policies

San Diego LAFCO’s policies on employee compensation provide that wages and benefits shall align to the extent possible with comparable positions with the County of San Diego. The implementation of these policies include LAFCO assigning job class designations to all of its employee positions that directly align with County job classifications. LAFCO uses these job classifications in ratifying changes in salary ranges, cost-of-living adjustments, and/or employee benefits in response to Board of Supervisors’ approvals.

<p>Administration Keene Simonds, Executive Officer 2550 Fifth Avenue, Suite 725 San Diego, California 92103 T 619.321.3380 www.sdlafco.org lafco@sdcounty.ca.gov</p>	<p>Chair Jim Desmond County of San Diego Joel Anderson County of San Diego Nora Vargas, Alt. County of San Diego</p>	<p>Vice Chair Paul McNamara City of Escondido Mary Casillas Salas City of Chula Vista Kristi Becker, Alt. City of Solana Beach</p>	<p>Chris Cate City of San Diego Marni von Wilpert, Alt. City of San Diego</p>	<p>Jo MacKenzie Vista Irrigation Barry Willis Alpine Fire Protection David Drake, Alt. Rincon del Diablo</p>	<p>Andy Vanderlaan General Public Harry Mathis, Alt. General Public</p>
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DISCUSSION

This item is for San Diego LAFCO to consider ratification of a series of employee wage and benefit changes consistent with Board of Supervisors’ approval of amendments to the County of San Diego’s Compensation Ordinance on June 28, 2022. Compensation changes fall into three distinct categories – cost of living adjustments, lump sum payments, and flexible credit benefits – and divided further between budgeted management (EM), professional (MA), and support (CE) positions via their assigned job classes. A summary of the changes and projected fiscal year costs follows.

- Cost-of-Living Adjustments

All budgeted positions – and irrespective of job class – would receive a 5.0% cost-of-living adjustment for 2022-2023. All budgeted positions would also receive 2.75% adjustments in 2023-2024 and 2024-2025. The projected first year total of the cost-of-living adjustment with the associated expenses to pension and payroll taxes is \$42,479.

- Lump Sum Payments

Most budgeted positions would receive a lump sum payment in 2022-2023 and 2023-2024 in the amounts of \$2,000 and \$600, respectively. These payments would apply to the Analyst II (MA), Analyst I (MA), GIS Analyst (MA), Commission Clerk (CE), Executive Assistant (CE), and Administrative Assistant (CE) positions. The Executive Officer (EM) would receive a lump sum payment in 2022-2023 equal to 2% of their annual salary. The projected first year total of the lump sum payments and associated payroll tax expense is \$19,282.

- Flexible Benefit Credit Changes

Flexible benefit credits involve LAFCO contributions toward a flexible benefit plan administered by the County that allows employees to use the funds combined with their own funds to pay insurance premium costs for medical, dental, and life coverage. The employee’s insurance premium costs will be reduced by the amount the employee elects to distribute to his or her insurance premium costs from LAFCO’s contribution. Changes to the flexible benefit credits approved by the Board follows with the projected first-year cost impact of the change totaling \$5,820.

Job Classes: MA and CE (Analyst II, Analyst I, GIS Analyst, Clerk, Executive Assistant, Administrative Assistant)				
Category	Baseline			
	2021-2022	2022-2023	2023-2024	2024-2025
Employee	823.00	864.00	907.00	952.00
Employee + 1	1,229.00	1,290.00	1,355.00	1,423.00
Employee + 2 or More	1,748.00	1,835.00	1,927.00	2,023.00

Job Classes: EM (Executive Officer)				
Category	Baseline			
	2021-2022	2022-2023	2023-2024	2024-2025
Employee	905.00	950.00	998.00	1,048.00
Employee + 1	1,315.00	1,381.00	1,450.00	1,523.00
Employee + 2 or More	1,841.00	1,933.00	2,030.00	2,132.00

A copy of the approved amendments to the County Compensation Ordinance is attached.

ANALYSIS

Proceeding with the changes in wages and benefits as described would be consistent with San Diego LAFCO policy to align compensation to match the County of San Diego (Rule 6.6). The total cost to LAFCO in 2022-2023 to accommodate the wage and benefit changes would be \$67,581. This first-year amount can be readily absorbed by LAFCO given earlier planning reflected in the adopted budget. The second and third year cost impacts to LAFCO is projected at \$33,000 and \$39,000, respectively, and would need to be addressed as part of the associated budget adoption processes.

RECOMMENDATION

It is recommended San Diego LAFCO ratify employee wage and benefit changes consistent with the Board of Supervisors’ approval to amend the County of San Diego Compensation Ordinance on June 28, 2022. This recommendation is consistent with Alternative One in the proceeding section.

ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):

- (a) Ratify the changes in employee wages and benefits consistent with Attachment One and the associated job classes identified in this report.
- (b) Set the effective date of the ratification to July 1, 2022.

Alternative Two:

Continue to the next regular meeting and provide direction to staff as needed.

Alternative Three

Take no action.

PROCEDURES

This item has been placed on San Diego LAFCO’s agenda as part of the consent calendar. A successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

Respectfully,



Keene Simonds
Executive Officer

Attachment:

- 1) County of San Diego, Adopted Ordinance, Amending Compensation Ordinance, June 28, 2022

**AN ORDINANCE AMENDING
THE COMPENSATION ORDINANCE
CLEAN VERSION**

ORDINANCE NO _____(NEW SERIES)

AN ORDINANCE AMENDING THE COMPENSATION ORDINANCE SECTIONS AND ESTABLISHING COMPENSATION RELATING TO THE RATIFIED TENTATIVE AGREEMENTS WITH THE SEIU, ASDCE, DDAA, PDA, SDDCCA AND ESTABLISHING COMPENSATION RELATING TO SPECIFIED UNREPRESENTED EMPLOYEES

The Board of Supervisors of the County of San Diego ordains as follows:

Section 1. Appendix One of the Compensation Ordinance is hereby amended by establishing compensation for job codes/classifications designated AE, AM, AS, CC, CE, CEM CL, CM, CR, CS, DA, FS, HS, MA, MM, PD, PM, PR, PS, RN, SS, SW, and job code 000735 as follows:

- Fiscal Year 2022-2023: 5% wage increase effective July 1, 2022
- Fiscal Year 2023-2024: 2.75% wage increase effective June 30, 2023
- Fiscal Year 2024-2025: 2.75% wage increase effective June 28, 2024

For classifications designated as EM, NA, NE, NM, NS, or UM, the ranges will change by the above amounts.

Effective July 1, 2022, the 5% top step will be added to the following classifications: Supervising Nurse (004544), Victim Advocate (005421), Victim Witness Assistance Program Manager (003931), Victim Witness Assistance Program Supervisor (005231), Librarian I (004025), Librarian II (004024) and Librarian III (004023). A 2.5% top step will be added to the following classifications: Paralegal I (003942), Paralegal II (003943), Paralegal Supervisor (005768), Sheriff’s Detentions Licensed Vocational Nurse (004626), Sheriff’s Detentions Nurse (004548), Sheriff’s Detentions Supervising Nurse (004546), Sheriff’s Detentions Mental Health Clinician (005279), and Sheriff’s Detentions Chief Mental Health Clinician (005280).

Effective June 30, 2023, the top step will be increased by 2.5% for the following classifications: Sheriff’s Detentions Licensed Vocational Nurse (004626), Sheriff’s Detentions Nurse (004548), Sheriff’s Detentions Supervising Nurse (004546), Sheriff’s Detentions Mental Health Clinician (005279), and Sheriff’s Detentions Chief Mental Health Clinician (005280).

Section 2. Appendix One of the Compensation Ordinance is hereby amended by amending the compensation for the following classifications, Per Diem Comm Dispatcher I (000750) will receive the same rate of pay as the top step of the Sheriff’s Communications Dispatcher (002821) and the Per Diem Comm Dispatcher II (000751) will receive the same rate of pay as the top step of the Sheriff’s Emergency Services Dispatcher (002822) job classification effective July 1, 2022.

Job Code No.	Step 1	Step 2	Step 3	Step 4	Step 5	Approx Annual Salary		Vari Entry	O/T	Rep Stat	Bene Plan
	Hrly	Hrly	Hrly	Hrly	Hrly	Minimum	Maximum				
002910	Graduate Law Clerk							Y	N	NRT	ACA
	23.00	24.15	25.36	26.63	27.96	\$47,840.00 - \$58,149.82					
	1,840.00	1,932.00	2,028.60	2,130.03	2,236.53						

The Graduate Law Clerk classification compensation will be adjusted by 2.75% effective June 30, 2023 and adjusted by 2.75% effective June 28, 2024.

Section 3. Appendix Two of the Compensation Ordinance is hereby amended by establishing compensation for job codes/classifications listed in the attachment for equity adjustments.

Section 4. Appendix One of the Compensation Ordinance is hereby amended by amending the compensation for the following unclassified and classified classifications, effective December 30, 2022:

Job Code No.	Step 1 Hrly Biwkly	Step 2 Hrly Biwkly	Step 3 Hrly Biwkly	Step 4 Hrly Biwkly	Step 5 Hrly Biwkly	Approx Annual Salary Minimum	Approx Annual Salary Maximum	Vari Entry	O/T	Rep Stat	Bene Plan
000896	15.50	156.75				\$32,240.00 - \$326,040.00		Y	N	NRT	ACA
	1,240.00	12,540.00									
000904	15.50					\$32,240.00		N	N	NRT	ACA
	1,240.00										
000737	15.50					\$32,240.00		N	N	NR	ACA
	1,240.00										

Section 5. Subsection (c) of Section 1.6.2 of the Compensation Ordinance is hereby amended to read as follows:

(c) Work Hours Required Before Overtime is Accrued.

Work Period Hours Required Before Overtime is Accrued								
Union Code	O/T Code	Reg Work Period		Full-Time Employee		Permanent Part-Time Employee		O/T Earned at:
		Days	Hours	Wk 1	Wk 2	Wk 1	Wk 2	
CEM*, MA*, MM*, PR*	E	14	80	80		80		1.0 after 80 hours
SM (7K Exempt)	E	14	85	85		85		1.0 after 85 hours
AE, CE, CEM*, CL, CM, CR, FS, HS, MA*, MM*, NA*, NS, PR*, PS, RN, SS, SW	N	7	40	40	40	40	40	1.5 after 40 hours
Classes: 5726, 5727, 5728, 5729 (Public Assistance Investigator Tr, I, II and Supervisor)	N	14	80	80		80		1.5 after 80 hours
PO, SO (7K Exempt)	N	14	80/84	80/84		80/84		1.0 after 80 hours, then 1.5 after 84 hours.
DI, DM (7K Exempt)	N	14	80	80		80		1.0 after 80, then 1.5 after 85 hours.
DS (7K Exempt)	N	14	85	85		85		1.5 after 85 hours
AM, AS, CC, CEM*, CS, DA, EM, MA, NA*, NE, NM, PD, PM, UM	X	N/A	N/A	N/A	N/A	N/A	N/A	Not Eligible for Overtime
*Job Codes/Classifications in this Union Code may have an E, N, or X Overtime Code. You should verify you are using the correct row of information.								

Section 6. Subsection (g) of Section 1.6.2 of the Compensation Ordinance is hereby amended to read as follows:

(g) Method of Calculation.

(1) Recording and Authorization. Overtime shall be recorded in units of hours and tenths of hours. Overtime must be for work ordered or approved in advance by the appointing authority. The appointing authority shall

keep current records of each instance of overtime worked, the reason therefor, by whom authorized, and the date and duration of compensatory time off allowed and/or cash compensation paid.

- (2) More Than One Class. Overtime earned by an employee who is employed in more than one class shall be computed in the manner provided in this section for each class separately.
- (3) Exclusion of Leave from Hours Actually Worked for Overtime Purposes.
 - (a) Classes Designated AE, CL, DI, DM, FS, HS, MM, PR, PS, RN, SW and SS. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, holiday, jury duty, reporting for a draft board, compensatory time off or the investigation, preparation or presentation of a grievance, or other release time granted for an employee to engage in lawful employee organization activity, or unpaid work furlough or any other paid or unpaid time off which may be infrequent, sporadic or unpredictable, shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation. (MM classes listed in the chart above are eligible for Holidays to count as time worked (See chart: 1.6.2(g)(4)(h) below: Hours Counted as Hours Worked for Overtime Purposes Non-Exempt Employees.)
 - (b) Classes Designated CM and CR. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, jury duty, reporting for a draft board, compensatory time off or the investigation, preparation or presentation of a grievance, or other release time granted for an employee to engage in lawful employee organization activity, or unpaid work furlough or any other paid or unpaid time off which may be infrequent, sporadic or unpredictable, shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.
 - (c) Classes Designated PO and SO. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, holiday, jury duty, reporting for a draft board, compensatory time off, or unpaid work furlough or any other paid or unpaid time-off which may be infrequent, sporadic or unpredictable shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.
- (4) Hours Counted as Time Worked for Overtime Purposes.
 - (a) For employees in classes designated CE, CEM, MA, NA, NS paid leave, holidays and compensatory time off shall count as hours worked for overtime purposes.
 - (b) For employees in classes designated PO and SO, investigation, preparation or presentation of a grievance and authorized release time for negotiations shall count as hours worked for overtime purposes.
 - (c) For employees in classes designated DS, sick leave, bereavement leave, vacation, and holidays, compensatory time off and any other paid time off shall count as hours worked for overtime purposes.
 - (d) For employees in classes designated CM or CR, and for classes 7069 - Wastewater Plant Operator III, 5885 - Building Maintenance Supervisor, 5900 - Sheriff's Supervising Heli/Air Mechanic, 6163 - Sr. Electronic Security & Systems Technician, 6149 - Telecommunications Technician III, holidays shall count as hours worked for overtime purposes.
 - (e) The following shall count as hours worked for overtime purposes for nonexempt employees in classes designated below:

Hours Counted as Time Worked for Overtime Purposes for Nonexempt Employees					
	PO	SO	CM	CR	MM (Designated Classes Only) 5885 Building Maintenance Supv 5900 Sheriff's Supv Heli/Air Mech 6163 Sr Electronic Security & Sys Tech 6149 Telecommunications Tech III

					7069 Wastewater Plant Operator III
Holidays			√	√	√
Grievance (Investigation, Preparation, Presentation)	√	√			
Negotiations (Authorized Release Time)	√	√			

Section 7. Subsection (c)(1), (c)(2), (c)(3), through (c)(5) of Section 1.6.5 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.5: NIGHT SHIFT PREMIUM/SHIFT DIFFERENTIAL.

- (a) Definition. An assigned established shift of which more than one-half of the total number of hours occur between 5:00 p.m. and 8:00 a.m.
- (b) Eligibility. Only those employees designated in (c) (Compensation) below shall be eligible for night shift compensation. Night shift compensation shall not be paid for any standby duty nor to an employee receiving the premium established in Section 1.7.5 (Night Duty Compensation in Overnight Camping Parks).
- (c) Compensation. Eligible employees shall receive the following compensation in addition to the hourly rate of pay prescribed for the employee’s classification. This premium shall apply to time worked and shall not apply toward paid time off, or to terminal payoff.

- (1) Employees shall be entitled to second (night) shift differential or third (graveyard) shift differential. Such shift differential shall be eighty cents (\$.80) per hour, in addition to the hourly rate of pay prescribed for the employee’s classification. Second shift differential or third shift differential shall be paid to an employee who is assigned to an established second (night) shift or third (graveyard) shift where more than half of the hours of such shifts occur between 5:00 p.m. and 8:00 a.m.

Eligible Classes: Classes designated AE, CL, CM, CR, FS, HS, MM, PR, PS, SS or SW; classes designated CE or CEM whose biweekly rate of pay at the top step is not more than \$2,144.00.

- (2) Registered Nurse Shift Differential. Employees in the classes designated below shall be entitled to second (night) shift differential or third shift (graveyard) differential. The second shift differential shall be one dollar and fifty cents (\$1.50) per hour in addition to the hourly rate of pay prescribed for the employee’s classification. The second shift differential shall be paid to an employee who is assigned to an established second (night) shift where more than half the hours of the shift occur between 5:00 p.m. and 12:00 a.m. (midnight). The third shift (graveyard) shall be two dollars and fifty cents (\$2.50) for each hour worked on an established third shift where more than half the hours of the shift occur between 12:00 a.m. (midnight) and 8:00 a.m. This premium shall apply to time worked and shall not apply toward paid time off or to terminal payoff.

<u>Eligible Classes:</u>	
004517	Certified Nurse Practitioner
004525	Psychiatric Nurse
004527	Psychiatric Clinical Nurse Specialist
004538	Staff Nurse
004544	Supervising Nurse
004548	Sheriff's Detentions Nurse

- (3) Retention/Recruitment Night Shift Premium. Employees in the eligible class below shall receive one dollar and eighty cents (\$1.80) for each hour worked on an established second (night) and/or third (graveyard) shift where more than half the hours of the shift occur between 5:00 p.m. and 8:00 a.m.

Eligible Class:

005091 Residential Care Worker Supervisor

- (4) Compensation for employees who work a scheduled night or graveyard shift when more than half of the hours of such shifts occur between the hours of 5:00 p.m. and 8:00 a.m. Compensation for working such established shifts shall be seventy-five cents (\$0.75) per hour for both second (night) shift and third (graveyard) shift.

Eligible Classes: Classes designated PO and SO.

- (5) During an emergency event, as declared by the Board of Supervisors and/or Chief Administrative Officer, employees in the classes designated below and located at eligible locations shall be entitled to a night shift premium of one dollar and twenty-five cents (\$1.25) per hour in addition to the hourly rate of pay prescribed for the employee's classification. The night shift premium shall be paid to an employee who is assigned to an established second (night) shift where more than half of the hours of such shift occur between 5:00 p.m. and 8:00 a.m. The eligible locations will have been identified to provide emergency response services during the declared event. The premium shall apply to time worked and shall not apply toward paid time off or to terminal payoff.

Eligible Class:

002700 Office Assistant

004565 Public Health Nurse

004615 Certified Nurse Assistant

004625 Licensed Vocational Nurse

Section 8. Subsection (2) (a) through (d) of Section 1.6.6 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.6: NON-ROUTINE SHIFT CHANGE/CHANGES TO SHIFT ASSIGNMENT SCHEDULES.

- (a) Non-Routine Shift Change. Where employees are scheduled in advance for a specific shift and specific days off for any biweekly pay period and it becomes necessary for management to change such a shift or day off with less than fourteen (14) calendar days' notice to meet operational needs or cover for unscheduled absences.
- (1) Eligibility. Only those employees designated in (c) below shall be eligible for non-routine shift change compensation.
- (2) Compensation.
- (a) Employees in eligible classes shall receive a thirty dollar (\$30) premium.
- Eligible class: Class designated SO.
- (b) Employees in eligible classes shall receive a thirty dollar (\$30) premium in addition to the prescribed biweekly salary for such employee's classification. This in no way affects an employee's right to callback or overtime.
- Eligible classes: Classes designated PO. Relief officers are exempt from this provision for non-routine shift change compensation.
- (c) Employees in eligible classes shall receive a three-hundred dollar (\$300) premium in addition to the prescribed biweekly salary for such employee's classification. This in no way affects an employee's right to callback or overtime.

Eligible Classes:

Classes designated AE, CL, CM, CR, FS, HS, MM, PR, PS, RN, SS, and SW.

Section 9. Section 1.7.16 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.7.16: SHERIFF'S DISPATCHER TRAINING PREMIUM. Eligible employees shall be paid an additional two dollars and fifty cents (\$2.50) per hour to provide training to newly hired staff in the areas of telephone and radio communications in the Sheriff's Communication Center. This type of training, which applies only to the Sheriff's Communication Center, is distinguished from what is considered typical training in that this training requires eligible employees to monitor trainees' work side-by-side on a telephone or radio console and prepare evaluations to be submitted to the Supervising Sheriff's Emergency Services Dispatcher in charge of training. This premium shall be paid for time worked only.

Eligible Classes:

2821	Sheriff's Communication Dispatcher
2822	Sheriff's Emergency Services Dispatcher

Section 10. Subsection (a) and (b) of Section 1.7.18 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.7.18: SHERIFF'S DETENTIONS BOOKING PROCEDURES AND DETENTIONS INFORMATION ASSISTANT TRAINING PREMIUM.

- (a) Detentions Processing Technician: Eligible employees shall be paid an additional one dollar and forty-five cents (\$1.45) per hour to provide training to newly hired staff in the areas of pre-book, book, pre-release, release and court paper preparation in the Sheriff's booking facilities. This type of training, which applies only to Sheriff's Detentions Processing Technicians, is distinguished from what is considered typical training in that this training requires eligible employees to monitor trainees' work side-by-side for review and understanding of all booking procedures and related detention and court process and prepare evaluations to be submitted to the Detention Processing Supervisor in charge of training. This premium shall be paid for time worked only.
- (b) Detentions Information Assistant: Employees shall be paid an additional one dollar and forty-five cents (\$1.45) per hour to provide training to newly hired staff in the areas of receipt and disbursement of property, receipt and disbursement of monies, video conferencing and scheduling of visits. This premium shall be paid for time worked only.

Eligible Classes:

003002	Detentions Processing Technician
003001	Detentions Information Assistant

Section 11. Subsection (c) of Section 1.7.36 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.7.36: FIELD TRAINING OFFICER PREMIUM.

- (c) Employees in the class listed below shall be paid an additional two dollars and twelve cents (\$2.12) per hour for time spent providing on the job training to Animal Control Officer Academy recruits. This premium shall not apply towards paid time off or terminal payoff.

Eligible Classes:

005703	Animal Control Officer
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Section 12. Subsection (b) through (f) of Section 1.8.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.8.2: WORK LOCATION PREMIUMS.

- (b) Employees in classes designated below who occupy positions which are assigned to institutional work locations and who are assigned to a work station located within the specified institution, facility, locked ward or unit, or other specifically identified site, as the employee's principal work station, shall receive additional compensation of approximately five percent (5%) above their regular base pay rate for such assignment. This premium shall apply to time worked and shall not apply toward paid time off or to terminal payoff.

Institutional Work Locations		Classes/Principal Work Therein	
	Health & Human Services Agency		
1.	San Diego County Psychiatric Hospital	007035	Health Care Agency Housekeeper
		007036	Sr Health Care Agency Housekeeper
2.	Edgemoor	002650	Stock Clerk
		004465	Nutritionist
		004538	Staff Nurse
		004770	Dietitian
		006410	Senior Cook
		006411	Cook
		006415	Food Services Worker
		007030	Sr Custodian
		007514	Shuttle Bus Driver
3.	Polinsky Children's Center	002493	Account Clerk
		002650	Stock Clerk
		002655	Senior Storekeeper
		002700	Office Assistant
		002729	Office Support Specialist
		002730	Senior Office Assistant
		002745	Supervising Office Assistant
		002756	Administrative Secretary I
		004407	Recreational Therapist
		005235	Social Worker I
		005253	Protective Services Worker
		005254	Senior Protective Services Worker
		005259	Protective Services Supervisor
		005260	Social Worker III
		005270	Social Work Supervisor
		005884	Building Maintenance Engineer
		006530	Laundry Worker
4.	Sheriff's Detention Facilities	007030	Sr Custodian

- (c) Employees in classes designated below who occupy positions which are assigned to institutional work locations and who are assigned to a work station located within the specified institution, facility, locked ward or unit, or other specifically identified site, as the employee's principal workstation, shall receive additional compensation of approximately ten percent (10%) above their regular base pay rate for such assignment. This premium shall apply to time worked and shall not apply toward paid time off or to terminal payoff.

Institutional Work Locations		Classes/Principal Work Therein	
Health & Human Services Agency			
Edgemoor		004615	Certified Nurse Assistant
		004625	Licensed Vocational Nurse
		007035	Health Care Agency Housekeeper

Institutional Work Locations	Classes/Principal Work Therein	
	007036	Sr. Health Care Agency Housekeeper
Polinsky Children's Center	005073	Residential Care Worker Trainee
	005074	Residential Care Worker I
	005072	Residential Care Worker II
	005075	Residential Childcare Specialist
	005091	Residential Care Worker Supervisor

- (d.) Positions in Medical and Detention Facility Locations. Eligible employees assigned to work at a medical or detention facility as their primary work location shall be paid twenty-five cents (\$.25) per hour in addition to the salary prescribed for their class for each hour worked in the following locations.

Inpatient Units, Admissions and Screening:	
•	San Diego County Psychiatric Hospital
Initial Intake, Admissions and Screening of Kids:	
•	Polinsky Children's Center
Medication Management:	
•	Adult East County Mental Health Clinic
•	Adult Forensic Evaluation Services
•	Grantville
•	Southeast Mental Health Clinic Juvenile Forensic Services
•	Rosecrans Health Services Complex
Jail Information	
Booking Section	
Release Section	
Dispensary of the Sheriff's Department	
Psychiatric Security Unit at the Jail	
East Mesa Juvenile Detention Facility	
Rock Mountain Detention Facility	
Youth Transition Campus	
Jail Kitchens	
Sheriff's Central Production Center	
Sheriff's Central Laundry	

Eligible Classes:

002403	Accounting Technician
002430	Cashier
002493	Account Clerk
002494	Payroll Clerk
002510	Senior Account Clerk
002511	Senior Payroll Clerk
002513	Senior Cashier
002521	Account Clerk Specialist
002650	Stock Clerk
002655	Sr Storekeeper
002658	Storekeeper II (T)
002660	Storekeeper
002664	Pharmacy Stock Clerk
002700	Office Assistant

Eligible Classes:

002706	Admissions Clerk
002707	Senior Admissions Clerk
002709	Departmental Clerk
002715	Records Clerk
002729	Office Support Specialist
002730	Senior Office Assistant
002745	Supervising Office Assistant
002756	Administrative Secretary I
002757	Administrative Secretary II
003046	Health Information Management Clerk
003049	Health Information Management Technician
003055	Senior Health Information Management Technician
004260	Pharmacy Technician
006405	Food Services Supervisor
006410	Senior Cook
006411	Cook
006415	Food Services Worker
006530	Laundry Worker
007530	Sewing Room Supervisor

- (e) Employees in classes designated below who occupy positions which are assigned to institutional work locations and who are assigned to a work station located within the specified institution, facility, locked ward or unit, or other specifically identified site, as the employee's principal work station, shall receive additional compensation of approximately five percent (5%) above their regular base pay rate for such assignment. This premium shall apply to time worked and shall not apply toward paid time off or to terminal payoff.

Institutional/Principal Work Locations:	
•	Edgemoor
•	San Diego County Psychiatric Hospital
•	Sheriff's Detention Facilities

Eligible Classes:

005050	Correctional Counselor
005051	Supervising Correctional Counselor

- (f) Locked Facilities Premium. Eligible employees in the classes listed below shall be compensated an additional fifty cents (\$0.50) per hour for each hour worked in a locked facility in the Sheriff's Department. This premium shall apply to time worked and shall not apply towards paid time off or to terminal payoff.

Eligible Classes:

002650	Stock Clerk
005884	Building Maintenance Engineer
005885	Building Maintenance Supervisor
005905	Carpenter
005920	Electrician
005930	Mason
005940	Painter
005950	Plumber
005960	Air Conditioning & Refrigeration Mechanic
006161	Electronic Security & Systems Technician
006180	Welder
006200	Building Maintenance Assistant

<u>Eligible Classes:</u>	
006204	Carpenter Assistant
006224	Painter Assistant
006230	Plumber Assistant (T)
006410	Senior Cook
006510	Senior Laundry Worker
007030	Senior Custodian
007099	Sheriffs Range Guard

Section 13. Subsections (a)(1) and (c) of Section 1.9.2 of the Compensation Ordinance are hereby amended to read as follows:

SECTION 1.9.2: BILINGUAL PREMIUMS.

- (a) Bilingual Premium (General). Upon assignment to a position which has been determined to require bilingual skills, a qualified employee is entitled to receive bilingual premium. On recommendation of the appointing authority, the Director may approve payment of Class A or Class B bilingual premium to an employee assigned to a position designated as requiring a Class A or Class B bilingual employee and where qualifications have been determined by the Director. Employees may only receive one bilingual premium at a time. In order to ensure adequate level of bilingual proficiency, the Department of Human Resources may require periodic evaluation of incumbents receiving bilingual premium.

1. Class A:

The rate for Class A bilingual skill is sixty dollars (\$60) biweekly; seventy-five cents (\$0.75) per hour for eighty (80) hours of paid service – thereafter, the FLSA regular rate for overtime shall apply. To qualify for this rate, the employee must be assigned to a position designated as requiring bilingual skills fifty percent (50%) or more of the time or forty (40) hours or more in an eighty (80) hour biweekly pay period or to a position designated as requiring technical bilingual skills (reading, writing, translation). This fifty percent (50%) usage requirement shall mean the actual time spent conversing or interpreting in a second language.

Class B:

The rate of Class B bilingual skills is thirty dollars (\$30) biweekly; thirty-seven- and one-half cents (\$0.375) per hour for eighty (80) hours of paid service thereafter, the FLSA regular rate for overtime shall apply. To qualify for this rate, the employee must be assigned to a position designated as requiring bilingual skills less than fifty percent (50%) of the time or thirty-nine (39) hours or less in an 80-hour biweekly pay period. This fifty percent (50%) or less usage requirement shall mean the actual time spent conversing or interpreting in a second language.

<u>Eligible Classes:</u>	
Classes designated AE, CL, CM, CR, FS, MM, PR, PS, SS, HS, RN, and	
005225	Human Services Control Specialist
005246	Patient Services Specialist III (T)

For purposes of terminal pay, bilingual premium shall not be computed in the employee’s base wage rate.

- (c) Retention/Recruitment Bilingual Premium (All languages). The appointing authority may assign a qualified employee to perform bilingual duties in positions which have been identified and designated as requiring such bilingual skills. The Agency will recommend the effective date for bilingual pay as the date the employee is assigned such duties, or passes the bilingual proficiency test, whichever is later. In order to ensure an adequate level of bilingual proficiency, the Director, Department of Human Resources, may require periodic evaluation of incumbents receiving the premium.

Class A:

The rate for Class A bilingual skills is sixty dollars (\$60) biweekly; seventy-five cents (\$0.75) per hour for eighty (80) hours of paid service - thereafter, the FLSA regular rate for overtime shall apply. To qualify for this rate, the employee must be assigned to a position designated as requiring bilingual skills fifty percent

(50%) or more of the time or forty (40) hours or more in an 80-hour biweekly pay period, or to a position designated as requiring technical bilingual skills (reading, writing translation). The fifty percent (50%) usage requirement shall mean the actual time spent conversing or interpreting in a second language.

Class B:

The rate of Class B bilingual skills is thirty dollars (\$30) biweekly; \$0.375 per hour for eighty (80) hours of paid service - thereafter, the FLSA regular rate for overtime shall apply. To qualify for this rate, the employee must be assigned to a position designated as requiring bilingual skills less than fifty percent (50%) of the time or thirty-nine (39) hours or less in an 80-hour biweekly pay period. This fifty percent (50%) usage requirement shall mean the actual time spent conversing or interpreting in a second language.

<u>Eligible Classes:</u>	
005223	Human Services Specialist
004911	Social Services Aide
004913	Protective Services Assistant

For purposes of terminal pay, bilingual premium shall not be computed in the employee's base wage rate.

Section 14. Section 1.10.7 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.10.7: HOSPITAL AND COMMUNITY SUPPORT PREMIUM:

Eligible employees regularly assigned to the Hospital and Community Support Program in the Health & Human Services Agency shall receive additional compensation of approximately five percent (5%) above their regular base pay. This premium is paid for time off, but not for terminal payoff.

Eligible Classes:

- 005223 Human Services Specialist
- 005222 Supervising Human Services Specialist

Section 15. Section 1.11.6 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.11.6: PREMIUM FOR EMPLOYEES ASSIGNED TO A RURAL LIBRARY LOCATION

The appointing authority may assign an employee to work at certain locations in the County which are removed from the major centers of population. All such locations are identified below as principal work locations and considered to be located in a rural library location. Employees eligible for this assignment premium shall be paid at a rate approximately five percent (5%) higher than the employee's base rate of compensation. Employees must be in a class designated as eligible and must be assigned to an eligible principal work location. This premium shall apply to time worked and shall not apply towards paid time off or to terminal payoff.

<u>Principal Work Locations:</u>	<u>Eligible Classes:</u>
Alpine	004015 Library Technician II
Borrego Springs	004016 Library Technician I
Campo	004020 Library Technician III
Crest	004021 Library Technician IV
Descanso	004023 Librarian III
Fletcher Hills	004024 Librarian II
Jacumba	004025 Librarian I
Lincoln Acres	004026 Librarian Substitute
Pine Valley	
Potrero	
Valley Center	

Section 16. Subsections (a-b) of Section 1.12.4 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.12.4: MASTER OF SOCIAL WORK (MSW).

1. An employee in an eligible class shall be paid fifty dollars (\$50) biweekly upon furnishing satisfactory evidence that they possess a Master of Social Work (MSW) degree. Employees in classes 005270, Social Work Supervisor, 005297, Human Services Program Manager, and 005298, Human Services Operations Manager must be performing either adult protective services work or children welfare services work to be eligible for this premium.

<u>Eligible Classes:</u>	
005203	Aging Program Specialist I
005204	Aging Program Specialist II
005205	Aging Program Specialist III
005237	Adult Protective Services Specialist
005238	Sr Adult Protective Services Specialist
005239	Adult Protective Services Supervisor
005242	Child Welfare Services Policy Analyst
005253	Protective Services Worker
005254	Sr Protective Services Worker
005259	Protective Services Supervisor
005270	Social Work Supervisor (in adult protective services work or children welfare services)
005290	Protective Services Program Manager
005297	Human Services Program Mgr (in adult protective services work or children welfare services)
005298	Human Services Operations Mgr (in adult protective services work or children welfare services)

- (2) This premium is paid for paid time off, but not for terminal payoff.

Section 17. Subsection (b) and (d) of Section 1.12.8 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.12.8: REGISTERED ENGINEERS, ARCHITECTS, SURVEYORS, AND ENVIRONMENTAL HEALTH SPECIALISTS, ENVIRONMENTAL HEALTH PROGRAM COORDINATORS AND HYGIENISTS.

- (b) Registered Environmental Health Specialists.

- (1) An employee in an eligible class listed below shall be paid at a rate approximately five percent (5.0%) higher than prescribed for their class upon furnishing satisfactory evidence that he/she possesses a current valid registration as a Registered Environmental Health Specialist (REHS), and;
- (2) Employees in the classes listed below shall be reimbursed for the cost of the biennial renewal fee for the REHS.

<u>Eligible Classes:</u>	
002437	Program Coordinator (DEHQ employees only)
004721	Environmental Health Specialist I
004722	Environmental Health Specialist II
004723	Environmental Health Specialist III
004726	Supervising Environmental Health Specialist

Section 18. Subsection (c)(4) of Section 1.13.9 of the Compensation Ordinance is hereby amended to read as follows:

Section 1.13.9: UNIFORM ALLOWANCE (INITIAL USE AND MAINTENANCE).

- (c) Uniform Allowance - Other.

(4) Initial Issue and Uniform Maintenance/Replacement Rates by Class. Employees who receive a uniform allowance are required to wear a uniform at all times. For purposes of computing the correct payment amount, three-thirds (3/3) of the uniform allowance is as follows for the listed eligible classes:

Class No.	Title	Three-Thirds (3/3) Allowance
004517	Certified Nurse Practitioner	\$200
004525	Psychiatric Nurse	200
004527	Psychiatric Clinical Nurse Specialist	200
004538	Staff Nurse	200
004548	Sheriff's Detentions Nurse	500
004615	Certified Nurse Assistant	500
004618	Psychiatric Technician	500
004625	Licensed Vocational Nurse	500
004626	Sheriff's Detentions LVN	500
005700	Animal Care Attendant	850
005702	Supervising Animal Care Attendant	850
005703	Animal Control Officer	850
005710	Registered Veterinary Technician	850
005711	Supervising Animal Control Officer	850
005748	Community Service Officer	850
006019	Road Crew Supervisor	600
006023	Road Maintenance Worker	550
006025	Road Structure Worker I	550
006026	Road Structure Worker II	550
006027	Road Structure Worker III	550
006035	Equipment Operator	550
006036	Senior Equipment Operator	550
006332	Park Ranger	1,000
006342	Senior Park Ranger	1,000
006343	Supervising Park Ranger	1,000
006410	Senior Cook	600
006411	Cook	600
006415	Food Services Worker	600
007089	Solid Waste Site Supervisor	600
007099	Sheriff's Range Guard	400

Section 19. Subsection (a)(2) of Section 1.13.10 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.13.10: UNIFORM ALLOWANCE (INITIAL ISSUE AND MAINTENANCE / REPLACEMENT).

(a) Hard Toe Shoes/Non-slip Safety Shoes:

(2) Employees in the following classes shall be reimbursed:

Three hundred dollars (\$300) upon proof of purchase of departmental approved hard-toe shoes or non-slip safety shoes. If hard-toe shoes or non-slip safety shoes are deemed appropriate by the department for employees in other classes, these employees shall also be reimbursed. Employees

may accrue up to three (3) years' worth of reimbursement for the purchase of safety footwear. Employees who do not spend three hundred dollars (\$300) in the previous fiscal year shall have up to six hundred dollars (\$600) available in the second year. Employees who do not spend three hundred dollars (\$300) in each of the two (2) previous fiscal years shall have up to nine hundred dollars (\$900) available in the third year. Maintenance after purchase and reimbursement will be the responsibility of the employee. A portion of the reimbursement allowance can also be used for shoe repair.

(a) Hard Toe Shoes.

<u>Eligible Classes:</u>	
002660	Storekeeper
002664	Pharmacy Stock Clerk (Jail)
002713	Sheriff's Property & Evidence Specialist II
003588	Code Enforcement Officer
003715	Building/Enforcement Officer
004260	Pharmacy Technician (Jail Pharmacies only)
005785	Sheriff's Property Investigators
005787	Sheriff's Property & Evidence Manager
005793	Sheriff's Property & Evidence Custodian
006019	Road Crew Supervisor
006411	Cook
006415	Food Services Worker
007068	Wastewater Facilities Supervisor
007069	Wastewater Plant Operator III
007083	Sewer Construction & Maintenance Worker

(b) Non Slip Safety Shoes.

<u>Eligible Classes:</u>	
004230	Veterinary Pathologist (T)
004317	Disease Research Scientist
004318	Histology Technician
004319	Senior Histology Technician
005710	Registered Veterinary Technician
006411	Cook
006415	Food Services Worker

And classes designated: AE, CL, FS, MM, PR or PS when deemed appropriate by the department.

Section 20. Subsection (a)(2)(c) of Section 1.13.10 of the Compensation Ordinance is hereby added to read as follows:

- (c) Insoles. An additional sixty dollars (\$60) shall be reimbursed upon proof of purchase of department-approved insoles. The reimbursement is only for eligible classes as listed below:

Eligible Classes:

- 003814 Engineering Technician I
- 003813 Engineering Technician II
- 003812 Engineering Technician III

Section 21. Section 1.14.1 of the Compensation Ordinance is hereby added to read as follows:

ARTICLE 1.14: TYPE G PREMIUMS: CLASSIFICATIONS

SECTION 1.14.1: TYPE G PREMIUMS: CLASSIFICATIONS

- (a) Definition. Type G Premium compensates eligible employees a premium above the employee's base pay.
- (b) Method of Calculation. Premiums are paid in addition to the employee's base wage rate. Premiums designated as a percentage are calculated as a percentage of the employee's base rate. Premiums are paid for time worked only and shall not apply toward paid time off or terminal payoff.
- (c) Eligibility. Employees must be in a class designated in an eligible class.

Section 22. Section 1.14.2 of the Compensation Ordinance is hereby added to read as follows:

Section 1.14.2: CLASSIFICATION PREMIUM – 4%:

Effective July 1, 2022, an employee in the following classifications shall be paid a premium of four percent (4%) above the employee's base pay. This premium shall apply to time worked only and shall not apply toward paid time off or terminal payoff.

Eligible Classes:

004525	Psychiatric Nurse
004565	Public Health Nurse
004567	Senior Public Nurse
004570	Public Health Nurse Supervisor
005102	Licensed Mental Health Clinician

Section 23. Section 1.14.3 of the Compensation Ordinance is hereby added to read as follows:

Section 1.14.3: CLASSIFICATION PREMIUM - 3%:

Effective July 1, 2022, an employee in the following classifications shall be paid a premium of three percent (3%) above the employee's base pay. This premium shall apply to time worked only and shall not apply toward paid time off or terminal payoff.

Eligible Classes:

002941	Child Support Officer
002942	Supervising Child Support Officer
004538	Staff Nurse
005050	Correctional Counselor
005253	Protective Services Worker
006332	Park Ranger
006342	Sr. Park Ranger
006343	Supervising Park Ranger

Section 24. Section 1.14.4 of the Compensation Ordinance is hereby added to read as follows:

Section 1.14.4: HUMAN SERVICES SPECIALIST PREMIUM:

Effective July 1, 2022, an employee in the following classification shall be paid a premium of three percent (3%) above the employee's base pay effective when the employee reaches step 3. This premium shall apply to time worked only and shall not apply toward paid time off or terminal payoff.

Eligible Classes:

005223	Human Services Specialist
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Section 25. Section 1.14.5 of the Compensation Ordinance is hereby added to read as follows:

Section 1.14.5: SHERIFF'S DETENTIONS PREMIUM:

Effective July 1, 2022, employees in the following classifications shall be paid a premium of five percent (5%) above the employee's base pay effective five years after their service date. To qualify, employees must have five years of service as a regular employee in any classification. This premium shall apply to time worked only and shall not apply toward paid time off or terminal payoff.

Eligible Classes:

004626 Sheriff's Detentions Licensed Vocational Nurse
004548 Sheriff's Detentions Nurse
004546 Sheriff's Detentions Supervising Nurse
005279 Sheriff's Detentions, Mental Health Clinician
005280 Sheriff's Detentions, Chief Mental Health Clinician

Section 26. Section 2.1.6 of the Compensation Ordinance are hereby amended to read as follows:

SECTION 2.1.6: LUMP SUM PAYMENT.

(a) Effective July 1, 2022. A one-time lump sum payment of two thousand dollars (\$2,000) shall be paid to all eligible County employees in addition to the regular compensation for work performed during the payout pay period.

(1) Eligibility. All regular employees in eligible classes listed below who have paid service during Fiscal Year 2021/2022. This payment will be included in their regular paycheck. An employee is not eligible to receive the onetime lump sum payment if they terminate before the first day of payroll 2 (July 15, 2022). An employee shall not be entitled to the one-time lump sum monetary payment above if they received a one-time payment under the terms of a different bargaining unit for the same fiscal year. If an eligible employee is on paid or unpaid leave, the payment will be made when the employee returns to active County service. Part-time employees shall receive a prorated amount according to their standard hours.

Eligible Classes. All classes designated AE, CE, CEM, CL, CM, CR, FS, HS, MA, MM, PR, PS, RN, SS, and SW.

(2) Payroll Calculation. Such one-time of \$2,000 shall:

- (a) Be subject to normal deductions;
- (b) Not modify the salary base or computations of premiums or bonuses;
- (c) Not continue beyond Fiscal Year 2022/2023;

(3) Payment Date. This payment shall be paid on the payday in payroll 02 (July 22, 2022) for all eligible classes.

(b) Effective July 1, 2023. A one-time lump sum payment of \$600 shall be paid to all eligible County employees in addition to the regular compensation for work performed during the payout pay period.

(1) Eligibility. All regular employees in eligible classes listed below who have paid service during Fiscal Year 2022/2023. This payment will be included in their regular paycheck. An employee is not eligible to receive the onetime lump sum payment if they terminate before the first day of payroll 2 (July 14, 2023). An employee shall not be entitled to the one-time lump sum monetary payment above if they received a one-time payment under the terms of a different bargaining unit for the same fiscal year. If an eligible employee is on paid or unpaid leave, the payment will be made when the employee returns to active County service. Part-time employees shall receive a prorated amount according to their standard hours.

Eligible Classes. All classes designated AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, EM, FS, HS, MA, MM, NA, NE, NM, NS, PD, PM, PR, PS, RN, SS, SW, and UM.

- (2) Payroll Calculation. Such one-time of \$600 shall:
 - (a) Be subject to normal deductions;
 - (b) Not modify the salary base or computations of premiums or bonuses;
 - (c) Not continue beyond Fiscal Year 2023/2024;
- (3) Payment Date. This payment shall be paid on the payday in payroll 02 (July 21, 2023) for all eligible classes.

Section 27. Section 2.1.7 of the Compensation Ordinance are hereby amended to read as follows:

SECTION 2.1.7: LUMP SUM PAYMENTS FISCAL YEAR 2022/2023.

(a) Effective July 1, 2022. A one-time lump sum payment of 2% of individual annualized compensation shall be paid to all eligible County employees in addition to the regular compensation for work performed during the payout pay period.

- (1) Eligibility. All regular employees in eligible classes listed below who have paid service during Fiscal Year 2021/2022. This payment will be included in their regular paycheck. An employee is not eligible to receive the onetime lump sum payment if they terminate before the first day of payroll 2 (July 15, 2022). An employee shall not be entitled to the one-time lump sum monetary payment above if they received a one-time payment under the terms of a different bargaining unit for the same fiscal year. If an eligible employee is on paid or unpaid leave, the payment will be made when the employee returns to active County service. Part-time employees shall receive a prorated amount according to their standard hours.

Eligible Classes. All classes designated AM, AS, CC, CS, DA, EM, NA, NE, NM, NS, PD, PM, and UM.

- (2) Payroll Calculation. Such one-time payment of 2% annualized compensation shall:
 - (a) Be subject to normal deductions;
 - (b) Not modify the salary base or computations of premiums or bonuses;
 - (c) Not continue beyond Fiscal Year 2022/2023;
- (3) Payment Date. This payment shall be paid on the payday in payroll 02 (July 22, 2022) for all eligible classes.

Section 28. Section 2.1.8 of the Compensation Ordinance is hereby deleted:

SECTION 2.1.8: UNUSED SECTION

Section 29. Section 2.1.19 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 2.1.19: RETENTION INCENTIVE PROGRAM.

- a. Employees in classes designated DS or SM:

Effective June 21, 2019: all regular employees who have 20 years of service with the County of San Diego shall receive a 2.5% retention incentive premium.

Effective June 18, 2021: the retention incentive premium will be increased to 5%.

Effective for all “new members”, as defined by Government Code section 7522.04(f), hired into DS or SM bargaining units on or after implementation of Safety Tier D, shall receive an additional retention premium of 5% at 25 years of service with the County of San Diego.

- b. Employees in classes designated AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, EM, FS, HS, MA, MM, NA, NE, NM, NR, PD, PM, PR, PS, RN, SS, SW or UM:

Effective July 1, 2022: all regular employees enrolled in General Tier D retirement who have 20 years of service with the County of San Diego shall receive a 5% retention incentive premium.

Effective July 1, 2022: all regular employees enrolled in General Tier D retirement who have 25 years of service with the County of San Diego shall receive an increase of 5% to the retention incentive premium for a total of 10%.

Effective for all “new members”, as defined by Government Code section 7522.04(f), hired into AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, EM, FS, HS, MA, MM, NA, NE, NM, NR, PD, PM, PR, PS, RN, SS, SW or UM bargaining units.

Section 30. Subsection (a) and (b) of Section 3.5.3 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 3.5.3: RELOCATION ALLOWANCE.

- (a) Executive Management. Upon determination by the Chief Administrative Officer, or the Board of Supervisors if the Board is the appointing authority, that relocation allowance is appropriate to facilitate recruitment for and appointment to a vacant position in a class designated EM, a relocation allowance in an amount not to exceed \$20,000 may be authorized for the actual and reasonable relocation expenses incurred incidental to relocation of the appointee and their immediate family to San Diego County. Expenses may include, but are not limited to, personal transportation, moving expenses for household goods and temporary housing arrangements. Claims for expenses submitted pursuant to this provision shall be subject to review and determination by the Auditor & Controller prior to reimbursement.
- (b) Unclassified Management. Upon determination by the appointing authority and approval by the Chief Administrative Officer or designee, that relocation allowance is appropriate to facilitate recruitment or selection for an appointment to a vacant position in a class designated UM, NA or NE a relocation allowance in an amount not to exceed \$15,000 may be authorized for the actual and reasonable relocation expenses incurred incidental to relocation of the appointee and their immediate family to San Diego County. Expenses may include, but are not limited to, personal transportation, moving expenses for household goods, and temporary housing arrangements. Claims for expenses submitted pursuant to this provision shall be subject to review and determination by the Auditor & Controller prior to reimbursement.

Section 31. Subsection (g) of Section 4.2.1 of the Compensation Ordinance is hereby amended to read as follows:

- (g) Maximum Vacation Accumulation.
 - (1) Maximum Balance. Eligible employees in the designated union codes or job code/classification below have a maximum vacation accumulation as follows:

Maximum Vacation Accumulation					
Union Code	Maximum Allowable Accumulation				High Water Mark Accrual Limits
	Two Times Annualized Vacation Earnings Rate Limit (2x)	Two and One-Half Times Annualized Vacation Earnings Rate Limit (2 ½x)	Three Times Annualized Vacation Earnings Rate Limit (3x)	No Limit	
					Vacation credits as of the end of payroll 6 in FY 97/98

EM, (excluding class 2109), NA, NE, UM			√		(September 11, 1997), less any reduction to this amount following vacation credit pay-down.
CE, CEM, MA, NM, NS, SO		√			Vacation credits as of the end of payroll 6 in FY 97/98 (September 11, 1997), less any reduction to this amount following vacation credit pay-down.
Class 2109				√	
AE, AM, AS, CC, CL, CM, CR, CS, DA, FS, HS, MM, PD, PM, PO, PR, PS, RN, SS, SW	√				
DI, DM	√				Vacation credits designated as the employee's "High Water Mark" effective November 17, 2000.
DS	√				Vacation credits designated as the employee's "High Water Mark" effective February 23, 2001.
SM	√				Vacation credits designated as the employee's "High Water Mark" effective January 12, 2001

Section 32. Subsection (k) of Section 4.2.1 of the Compensation Ordinance is hereby amended to read as follows:

(k) Extraordinary Case Load Exception.

- (1) Notwithstanding subsections (g)(2) (Maximum Allowable Accumulation) and (h) (Vacation Credit Pay-Down) above, an employee designated PD or PM who is assigned as defense for a major, complex, high profile case for which the trial, or trial related activities, extends over twelve (12) continuous months or more and results in the employee not receiving vacation accruals because of meeting or exceeding the maximum vacation balance, may have such vacation restored, by the appointing authority with the approval of the Chief Administrative Officer. Such restoration must be requested within one (1) year of conclusion of the "high profile" case. In addition, no restoration shall be made until the employee has reduced their maximum balance within this same one (1) year period to allow the restoration to be made without exceeding the employee's maximum allowable accumulation.
- (2) Notwithstanding subsection (h)(4) (Vacation Credit Pay-Down; 50% Usage) above, an employee designated AM, AS or DA who is assigned to a major, complex, high profile case for which the trial or trial related activities extends over twelve (12) continuous months or more and the employee is, or imminently will be foregoing vacation credit accruals due to reaching the Maximum Balance, may have vacation credits converted to a cash payment as described in subsection (i) (Vacation Credits at Separation from County Service) above.
- (3) Notwithstanding subsections (g)(2) (Maximum Allowable Accumulation) and (h) (Vacation Credit Pay-Down) above, an employee designated CC or CS who is assigned to a major, complex, or high-profile case for which the trial or trial related activities extends over twelve (12) continuous months or more and the employee is, or imminently will be, foregoing vacation credit accruals due to reaching the Maximum Balance, may have vacation credits converted to a cash payment as described in subsection (i) (Vacation Credits at Separation from County Service) above.

Section 33. Subsection (h) of Section 4.2.2 of the Compensation Ordinance is hereby amended to read as follows:

(h) Conversion of Sick Leave Credits to Cash or Retirement at Termination

- (1) Except as otherwise provided, eligible employees, who have reached the age of fifty-five (55) (age fifty (50) for employees in classes designated SM or in classes 000260 and 000265) in the classes listed below, upon retirement, deferred retirement, disability retirement from County Service, or death, may elect to convert sick leave credits to cash or retirement service credit as follows:
 - (a) Eligible employees may convert all or a portion of their sick leave balance to cash at fifty percent (50%) of its value, except as otherwise provided in subsection 4.2.2(h)(2). One hundred percent (100%) of all sick leave credits that are paid to the employee in cash at fifty percent (50%) of their value will be removed from the employee's sick leave balance.
 - (b) Eligible employees may, upon retirement, deferred retirement, disability retirement from County Service, or death, convert all or a portion of their sick leave balance into retirement service credits subject to the rules and regulations of the San Diego County Employees' Retirement Association, provided that:
 - i. The employee has completed five (5) or more years of continuous service during that employee's present employment; and
 - ii. The employee's sick leave balance totals one hundred (100) hours or more.
 - (c) Eligible employees who have reached the age of fifty-five (55) (age fifty (50) for employees in the classes designated SM or in classes 000260 and 000265), but not satisfied (a) or (b) shall receive cash at fifty percent (50%) of the value of that employee's accumulated sick leave credits. EM and UM with 20 or more years of service, shall receive cash at seventy-five percent (75%) of the value of that employee's accumulated sick leave credits.

Eligible Classes: Classes designated EM, NA, NE, NM, SM, and UM
- (2) Eligible employees who have not reached the age of fifty-five (55) (age fifty (50) for employees in the classes designated SM or in classes 000260 and 000265) in the classes listed below, who retire, voluntarily terminate, or die, shall receive cash at fifty percent (50%) of the value of that employee's accumulated sick leave credits. EM and UM with 20 or more years of service, shall receive cash at seventy-five percent (75%) of the value of that employee's accumulated sick leave credits.

Section 34. Subsection (a) of Section 4.2.10 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.10: CHILD CARE VACATION EXCHANGE. Vacation credits may be transferred by an employee to their spouse or Registered Domestic Partner (as defined in Section 1.1.3, Definitions) if the employee is married to, or a Registered Domestic Partner of, another employee in this unit and such couple are the parents of a child or are jointly adopting a child, for the purposes of maternity leave or child care purposes, in accordance with departmental policies, upon the request of both the receiving employee and the transferring employee and upon approval of the employee's appointing authority, under the following conditions:

- (a) Transfers shall be allowed between married couples or between Registered Domestic Partners in the Deputy District Attorneys Association only, the Public Defender Association only, or the Deputy County Counsel Association only for the purposes stated above.
- (b) The receiving employee is required to be absent from work due to the birth of a child or due to the joint adoption of a child or for child care purposes.
- (c) Each transfer must be for a minimum of eight (8) hours and in whole hour increments thereafter.

- (d) The total vacation credits received by an employee shall normally not exceed five hundred twenty (520) hours; however, if approved by his/her appointing authority, the total vacation credits may be up to one thousand and forty (1,040) hours. Total vacation credits in excess of one thousand and forty (1,040) hours will be considered on a case-by-case basis by the appointing authority subject to the approval of the Chief Administrative Officer.
- (e) The transfers are irrevocable, and will be indistinguishable from other vacation credits belonging to the receiving employee. Transfers will be subject to all taxes required by law.
- (f) The transfers shall be administered according to the rules and regulations of the Auditor & Controller and made on a form prescribed by the Auditor & Controller, approvals of the receiving and donating employees and the appointing authority will be provided for on each form.

Section 35. Section 4.2.14 of the Compensation Ordinance is hereby added to read as follows:

SECTION 4.2.14: PROFESSIONAL DEVELOPMENT PAID LEAVE

- 1. Definition. Professional Development Paid Leave is a paid leave of absence from work.
- 2. Eligibility. Only those employees in the classes listed below shall be eligible for Professional Development Paid Leave.

Eligible Employees: Employees in classes designated EM.

- 3. Professional Development Paid Leave shall be authorized pursuant to the guidelines established by the Chief Administrative Officer.

Section 36. Subsection (d) of Section 5.1.6 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.1.6: FLEXIBLE BENEFITS PLAN. A flexible benefits plan, which is in accordance with Section 125 of the Internal Revenue Code, is authorized for eligible employees.

- (d) County Contributions Toward Flexible Benefit Plan. Insurance premium costs shall be borne by the employee excepting that the County shall make the following contribution toward the Flexible Benefits Plan (which includes health insurance). The employee's insurance premium costs will be reduced by the amount the employee elects to distribute to their insurance premium costs from the County's contribution toward the Flexible Benefits Plan. The County's contribution toward the Flexible Benefits Plan shall be:
 - (1) Employees in classes designated EM, EO, NA, NE, NS, and UM under the UCL Benefit Program.

<u>Effective January 1, 2022:</u>	<u>Monthly</u>
Employee Only	\$ 905.00
Employee + 1 Dependent	1,315.00
Employee + 2 or More Dependents	1,841.00
 <u>Effective January 1, 2023:</u>	 <u>Monthly</u>
Employee Only	\$ 950.00
Employee + 1 Dependent	1,381.00
Employee + 2 or More Dependents	1,933.00
 <u>Effective January 1, 2024:</u>	 <u>Monthly</u>
Employee Only	\$ 998.00
Employee + 1 Dependent	1,450.00
Employee + 2 or More Dependents	2,030.00

<u>Effective January 1, 2025:</u>	<u>Monthly</u>
Employee Only	\$ 1,048.00
Employee + 1 Dependent	1,523.00
Employee + 2 or More Dependents	2,132.00

- (2) Employees in classes designated CE under the CNM and CEM, and MA, under the MGT Benefit Programs.

<u>Effective January 1, 2022:</u>	<u>Monthly</u>
Employee Only	\$ 823.00
Employee + 1 Dependent	1,229.00
Employee + 2 or More Dependents	1,748.00

<u>Effective January 1, 2023:</u>	<u>Monthly</u>
Employee Only	\$ 864.00
Employee + 1 Dependent	1,290.00
Employee + 2 or More Dependents	1,835.00

<u>Effective January 1, 2024:</u>	<u>Monthly</u>
Employee Only	\$ 907.00
Employee + 1 Dependent	1,355.00
Employee + 2 or More Dependents	1,927.00

<u>Effective January 1, 2025:</u>	<u>Monthly</u>
Employee Only	\$ 952.00
Employee + 1 Dependent	1,423.00
Employee + 2 or More Dependents	2,023.00

- (3) Employees in classes designated CM or CR.

<u>Effective January 1, 2022:</u>	<u>Monthly</u>
Employee Only	\$ 752.00
Employee + 1 Dependent	1,143.00
Employee + 2 or More Dependents	1,663.00

<u>Effective January 1, 2023:</u>	<u>Monthly</u>
Employee Only	\$ 790.00
Employee + 1 Dependent	1,200.00
Employee + 2 or More Dependents	1,746.00

<u>Effective February 1, 2024:</u>	<u>Monthly</u>
Employee Only	\$ 830.00
Employee + 1 Dependent	1,260.00
Employee + 2 or More Dependents	1,833.00

<u>Effective January 1, 2025:</u>	<u>Monthly</u>
Employee Only	\$ 872.00
Employee + 1 Dependent	1,323.00
Employee + 2 or More Dependents	1,925.00

- (6) Employees in classes designated CC and CS under the CC Benefit Program; AM, AS and DA under the DA Benefit Program; PD and PM under the PD Benefit Program.

<u>Effective January 1, 2022:</u>	<u>Monthly</u>
Employee Only	\$ 775.00
Employee + 1 Dependent	1,143.00
Employee + 2 or More Dependents	1,647.00

<u>Effective January 1, 2023:</u>	<u>Monthly</u>
Employee Only	\$ 814.00
Employee + 1 Dependent	1,200.00
Employee + 2 or More Dependents	1,729.00

<u>Effective February 1, 2024:</u>	<u>Monthly</u>
Employee Only	\$ 855.00
Employee + 1 Dependent	1,260.00
Employee + 2 or More Dependents	1,815.00

<u>Effective January 1, 2025:</u>	<u>Monthly</u>
Employee Only	\$ 898.00
Employee + 1 Dependent	1,323.00
Employee + 2 or More Dependents	1,906.00

- (9) Employees in classes designated AE, CL, FS, HS, MM, PR, PS, RN, SS, and SW.

<u>Effective January 1, 2022:</u>	<u>Monthly</u>
Employee Only	\$ 752.00
Employee + 1 Dependent	1,143.00
Employee + 2 or More Dependents	1,663.00

<u>Effective January 1, 2023:</u>	<u>Monthly</u>
Employee Only	\$ 790.00
Employee + 1 Dependent	1,200.00
Employee + 2 or More Dependents	1,746.00

<u>Effective February 1, 2024:</u>	<u>Monthly</u>
Employee Only	\$ 830.00
Employee + 1 Dependent	1,260.00
Employee + 2 or More Dependents	1,833.00

<u>Effective January 1, 2025:</u>	<u>Monthly</u>
Employee Only	\$ 872.00

Employee + 1 Dependent	1,323.00
Employee + 2 or More Dependents	1,925.00

(10) Employees in classes designated NM under the MGT Benefit Program.

<u>Effective January 1, 2022:</u>	<u>Monthly</u>
Employee Only	\$ 823.00
Employee + 1 Dependent	1,229.00
Employee + 2 or More Dependents	1,748.00
<u>Effective January 1, 2023:</u>	<u>Monthly</u>
Employee Only	\$ 864.00
Employee + 1 Dependent	1,290.00
Employee + 2 or More Dependents	1,835.00
<u>Effective February 1, 2024:</u>	<u>Monthly</u>
Employee Only	\$ 907.00
Employee + 1 Dependent	1,355.00
Employee + 2 or More Dependents	1,927.00
<u>Effective January 1, 2025:</u>	<u>Monthly</u>
Employee Only	\$ 952.00
Employee + 1 Dependent	1,423.00
Employee + 2 or More Dependents	2,023.00

Section 37. Subsection (b) of Section 5.13.1 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.13.1: HEALTH INSURANCE BENEFITS FOR HOURLY AND SPECIAL RATE EMPLOYEES.

Unless additional or different health insurance benefits are mandated by federal or state law, Hourly or Special Rate employees, not otherwise eligible for health insurance pursuant to the Section 5.1.6 (FLEXIBLE BENEFITS PLAN), shall be eligible for health insurance benefits:

- (a) Eligibility: A newly hired Hourly or Special Rate employee shall become eligible for health insurance upon his/her hire date. The effective date of coverage shall be the first day of the month following a waiting period of approximately 60 days from the 1st of the month from his/her hire date.
- (b) Employees eligible for coverage under this section will be offered the County’s least costly health plan under each medical provider. An employee eligible for coverage under this section may elect employee only coverage, or they may choose coverage for themselves and their dependents.

For purposes of this section, the term “dependent” means a spouse or domestic partner (as defined in Compensation Ordinance §1.1.3) or a child (as defined in 26 USC §152(f)(1)) of an employee or child of a domestic partner who has not attained age 26. A child attains age 26 on the 26th anniversary of the date the child was born.

Section 38. Operative Date. Operative dates by specified section are listed in the table below.

Section Number	Operative Date
Section 1	7/1/22 6/30/23 6/28/24
Sections 2-3	7/1/22

	6/30/23 6/28/24
Section 4	12/30/22
Sections 5-25	7/1/22
Section 26	7/1/22 7/1/23
Sections 27-35	7/1/22
Section 36	1/1/23 1/1/24 1/1/25
Section 37	7/1/22

APPROVED AS TO FORM AND LEGALITY
COUNTY COUNSEL

BY: Frances Rogers, Senior Deputy County Counsel