



Mendocino County

Legislation Text

File #: 24-0415, Version: 1

To: BOARD OF SUPERVISORS

From: Human Resources

Meeting Date: May 7, 2024

Department Contact: Cherie Johnson
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Item Type: Regular Agenda

Time Allocated for Item: 15 Minutes

Agenda Title:

Discussion and Possible Action Including Adoption of a Resolution (1) Adopting a Compensation and Benefits Resolution Establishing Terms and Conditions of Employment for Unrepresented Employees, Elected Department Heads, and Elected Officials, as Determined by the Board of Supervisors, Including a Salary Adjustment for Non-Elected Unrepresented Employees, (2) Rescinding Resolution No. 10-006, and all Subsequent Amendments to Resolution No. 10-006, and (3) Rescinding the Specific Provisions in Resolution No. 17-189, which Provided That Elected Department Heads and Elected Officials will Receive all Eligible Benefits Included in the Current Department Head Memorandum of Understanding
(Sponsor: Human Resources)

Recommended Action/Motion:

Adopt a resolution (1) adopting a compensation and benefits resolution establishing terms and conditions of employment for unrepresented employees, Elected Department Heads, and Elected Officials, as determined by the Board of Supervisors, including a salary adjustment for non-elected unrepresented employees, (2) rescinding Resolution No. 10-006, and all subsequent amendments to Resolution No. 10-006, (3) rescinding the specific provisions in Resolution No. 17-189, which provided that Elected Department Heads and Elected Officials will receive all eligible benefits included in the current Department Head Memorandum of Understanding; and authorize Chair to sign the same.

Previous Board/Board Committee Actions:

Resolution No. 10-006, adopted January 5, 2010, and subsequent amendments through the adoption of the following resolutions: Resolution No. 13-109, adopted November 5, 2013; Resolution No. 17-128, adopted September 12, 2017; Resolution 17-180, adopted December 5, 2017; Resolution No. 17-197, adopted December 19, 2017; Resolution No. 18-045, adopted March 27, 2018; Resolution No. 18-048, adopted March 27, 2018; Resolution No. 18-078, adopted June 5, 2018; Resolution No. 18-149, adopted October 2, 2018; and Resolution No. 18-150, adopted October 2, 2018; and Resolution No. 19-141, adopted March 12, 2019; and Resolution No. 19-204, adopted July 9, 2019; and Resolution No. 19-392, adopted November 19, 2019; and Resolution No. 19-394, adopted December 10, 2019; and Resolution No. 20-162, adopted November 17, 2020; Resolution No. 21-081, adopted June 8, 2021; and Resolution No. 22-055, adopted March 1, 2022; and Resolution No. 22-216, adopted November 1, 2022.

Resolution No. 17-189, adopted December 19, 2017.

Summary of Request:

1. Removal of Link to the Department Head Unit

The Human Resources Department is charged, as part of the overall maintenance of the classification and compensation plan, to evaluate current classifications, create new classifications (including appropriate salary levels), reclassify positions, examine requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

Resolution No. 10-006, adopted January 5, 2010, delineates the terms and conditions of employment for unrepresented management employees and exempt elected officials. In pertinent part, Resolution No. 10-006 provided that (1) certain identified unrepresented management employees would receive the same terms and conditions of employment as have been afforded to employees in the Mendocino County Department Heads Unit, and (2) certain unrepresented management employees and exempt elected officials would have their compensation set by contract or resolution and would not be bound by any future specific terms and conditions conferred to any other bargaining group.

Resolution No. 10-006 has been amended many times since its adoption, adding and removing classifications that would either (1) receive the same terms and conditions of employment as the Mendocino County Department Heads Unit or (2) have their compensation set by contract or resolution and would not be bound by any future specific terms and conditions conferred to any other bargaining group.

Resolution No. 17-189 provided that, as of December 31, 2017, elected Department Heads and Elected Officials will receive all eligible benefits included in the current Department Head Memorandum of Understanding.

This action today is to no longer link any of the unrepresented management employees' or elected department heads or elected officials' terms and conditions of employment to the Mendocino County Department Heads Unit or any other bargaining unit.

Instead, the terms and conditions of employment of these classifications will be established by the resolution being considered by the Board, and any such terms and conditions may be modified by a separate contract between the County and any of the identified job classifications subject to this resolution.

In doing so, the Board will rescind Resolution No. 10-006, and all subsequent amendments thereto, which made applicable to certain unrepresented management employees the specific terms and conditions of employment afforded to the Mendocino County Department Heads Unit.

The Board will also rescind the specific provisions in Resolution 17-189, which provided that elected department heads and elected officials will receive all eligible benefits included in the current Department Head Memorandum of Understanding.

2. Salary Adjustment for Non-Elected Unrepresented Employees

The proposed resolution also provides for the following salary adjustment for non-elected unrepresented employees:

Effective the first full pay period following Board of Supervisors approval of this Resolution, non-elected Unrepresented employees will receive a 1% Cost of Living adjustment (COLA) increase to base salary.

For those classifications identified as being below market in the County's 2023 total compensation study (the "2023 Compensation Study") effective the first full pay period following July 1, 2024, non-elected

Unrepresented employees in those classifications shall receive one-half of the market salary increase designed to bring them to one hundred percent (100%) of market determined by the 2023 Compensation Study.

For those classifications identified as being below market in the 2023 Compensation Study, effective the first full pay period following July 1, 2025, non-elected Unrepresented employees in those classifications shall receive the remaining one-half of the market salary increase designed to bring them to one hundred percent (100%) of market determined by the 2023 Compensation Study.

Salary adjustments for elected unrepresented employees shall be done by the Board of Supervisors by separate resolution.

Alternative Action/Motion:

Do not adopt resolution and direct staff

Strategic Plan Priority Designation: An Effective County Government

Supervisory District: All

Vote Requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: Various

current f/y cost: \$8,341 including the cost of benefits

budget clarification: unrepresented employees are under various budget units

annual recurring cost: \$7,301,246 including cost of benefits

budgeted in current f/y (if no, please describe): Yes

revenue agreement: N/A

AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL: Yes

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Senior Deputy Clerk

Date: May 7, 2024

Final Status: **Adopted**

Executed Item Type: Resolution

Number: 24-074

