



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 1, 2016

Subject: Revised Management Benefits Resolution No. 2016/87, which Supersedes Resolution No. 2015/386

RECOMMENDATION(S):

ADOPT Resolution No. 2016/87, which supersedes Resolution No. 2015/386, regarding compensation and benefits for the County Administrator, County Elected and Appointed Department Heads, Management, Exempt, and Unrepresented employees to reflect changes.

FISCAL IMPACT:

The changes included are administrative and have no net fiscal impact.

BACKGROUND:

Historically, the wages and benefits granted by the County to its department heads, managers, and unrepresented employees have paralleled the wages and benefits negotiated by the County with its various labor organizations. The administrative modifications described below modify and clarify the benefits for specified groups of unrepresented employees, and make technical non-substantive corrections.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II
Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 1, 2016

David Twa, County Administrator and Clerk of the Board of
Supervisors

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

By: June McHuen, Deputy

BACKGROUND: (CONT'D)

> The attached Management Benefits Resolution has been modified in the following ways:

1. Section 1.10 Holidays has been amended to add language concerning observance of holidays by employees working in twenty-four hour facilities.
2. In section 1.11 Definitions, reference to Administrative Bulletin 435 has been included in the definition of '9/80 Work Schedule'.
3. Section 1.22 Accrual Usage Reporting has been added to require employees to report the use of accruals in one minute increments.
4. Section 2.12.1 Medical Plan Cost-Sharing on and after January 1, 2016, has been revised to insert explanatory language that was inadvertently omitted.
5. New section 11.12 Pay Limitations was added to reflect limits on eligibility for hazard, shift, overtime, on-call duty, and call-back pay. Existing sections were renumbered.
6. New section 11.17 Timestamp was added to specify how permanent intermittent (hourly) employees must record their time worked.
7. In section 12 Management Longevity Pay, language from former subsections 12.10 (b) and 12.11 (b), regarding longevity pay for elected department heads receiving such pay as of 10/1/10, was moved to Section 26 Elected Department Head Benefits, subsection D.
8. Section 16 Vacation Buy Back, subsection B, now provides that the classifications of CCRMC Chief Executive Officer- Exempt, Chief Medical Officer-Exempt, Chief Nursing Officer-Exempt and Medical Director may not elect payment for vacation accruals.
9. Section 19 Computer Vision Care (CVC Users Eye Examination) was retitled and the current \$50 subsidy for eyeglasses was inserted.
10. The language from sections 40 Library Differentials, 41 Nursing Shift Coordinator-Per Diem Differentials, and 42 Nursing Shift Coordinator -Per Diem Overtime was moved to new Appendix I Benefits for Unrepresented Temporary and Per Diem Employees.
11. New section 40 Health Services Department On Call Duty and Call Back Time was added to clarify those Health Services Department classifications eligible for these benefits and the requirements for receipt of the benefits. Section numbers 41 and 42 are reserved for future use.
12. Section 43 Podiatrists-Unrepresented Status was omitted in its entirety because there are not any incumbents in the classification. Section number 43 was reserved for future use.
13. Section 44 Probation-Safety Employees Retirement Tiers was modified to reflect the 2% pension COLA applicable to the Safety PEPRA Tier and to add the classification of Institutional Supervisor II to section 44.12, Eligible Classes.
14. Job titles were corrected in sections 45, 49.10, 49.11, 50, and 52.
15. New Section V Temporary and Per Diem Employees Excluded was added to provide that none of the sections in the main body of the Management Benefits Resolution apply to any temporary or per diem employees. New Appendix 1

Benefits for Unrepresented Temporary and Per Diem Employees now contains all of the provisions applicable to such employees.

CONSEQUENCE OF NEGATIVE ACTION:

If the action is not approved, administrative changes will not be made. The largest impact would be that temporary and per diem employees would continue to be included in section of the Management Resolution to which they are not eligible.

ATTACHMENTS

Resolution No. 2016/87

Body of Management Resolution No. 2016/87