

# ORDINANCE No. 3563

## THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO DOES ORDAIN AS FOLLOWS:

Section 1. Section 2.57.030 of Chapter 2.57 of Title 2 of the El Dorado County Ordinance Code is amended to read as follows:

"Section 4103. Salaries of the Board of Supervisors  
Members of the Board of Supervisors shall receive the monthly salary as set forth below.

Board of Supervisors (5) \$1742.00

Elective county officers shall not be subject to the requirements and limitations nor entitled to the benefits provided in the other provisions of this chapter unless expressly made applicable to such officers.

Members of the Board of Supervisors shall receive the same benefits provided by the county to the Unrepresented Executive Unit, Level I, to county department heads including but not limited to retirement and medical and dental plans."

Section 2. This ordinance shall be effective sixty (60) days after adoption but shall be operative commencing on July 6, 1985.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the 23rd day of July, 1985,

by the following vote of said Board:

Ayes: Supervisors Robert E. Dorr,  
Patricia R. Lowe, James R. Sweeney,  
Joseph V. Flynn, Thomas L. Stewart

Noes: None

Absent: None

ATTEST

BILLIE MITCHELL, County Clerk and ex-officio  
Clerk of the Board of Supervisors

By Patricia Lowe  
Deputy Clerk

Robert E Dorr  
Chairman, Board of Supervisors

DATE	COPIES SENT TO
7-29-85	Mountain Democrat
	Personnel
	County Counsel

Sup. Sweeney



## **RESOLUTION No. 177-85**

### **OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**

BE IT RESOLVED that the Unrepresented Executive Unit and Confidential Unit employees are unrepresented in their employer-employee relations with the County of El Dorado; and as unrepresented employees their salaries, benefits and terms and conditions of employment are established unilaterally by the Board of Supervisors, and

WHEREAS, individuals in unrepresented classifications forfeit their ability to collectively bargain for changes in their wages, hours and other conditions of employment, and

WHEREAS, the County of El Dorado wishes to in some way compensate such employees in their unrepresented status.

Unrepresented Executive Unit & Confidential Unit  
Benefit Changes - Effective July 6, 1985

#### Overtime - Unrepresented Executive Unit

1. Effective July 6, 1985 employees in the Unrepresented Executive Unit will no longer be considered hourly rate employees but will be considered on "a salary basis" within the meaning of the Fair Labor Standards Act (CFR 541.118). The specific provisions are:
  - a. Unrepresented Executive Unit employees will be paid a weekly salary
  - b. Time off for illness, injury and medical appointments will be charged to sick leave, if available (Current Practice)
  - c. Whole days off will be charged to vacation or management leave, if available
  - d. Absences of a workday or more for personal reasons will be deducted from the weekly salary (vacation or management leave can be charged). Absences of less than one work day will not be deducted from an employee's weekly salary.

2. Effective July 6, 1985 Unrepresented Executive Unit employees will no longer receive any compensation in time or money for overtime worked. (The current provisions for straight time compensatory time off will be deleted). The Board of Supervisors may, however, in exceptional or unusual circumstances and on a case by case basis, approve compensatory time off for management employees required to work large amounts of overtime.
3. Unrepresented Executive employees will be expected to work the necessary hours to perform their duties and responsibilities.
4. The various ordinances will be changed to implement the items listed above.
5. Comptime recorded as of July 6, 1985 shall be taken by July 1, 1986 or forfeited.

#### Overtime - Confidential Unit

Employees in this unit shall receive time and a half cash for all overtime in excess of 40 hours in a work week.

#### Annual Physical Exam

Deleted

#### Employer Health Plan Contribution

Deleted

#### Flexible Benefit Program

The County agrees to contribute to each employee in the Unrepresented Executive Unit and Confidential Unit a contribution as listed below per fiscal year (prorated over 26 pay periods) towards the purchase of benefits from a Management Flexible Benefit program. The benefits that may be purchased from this program are:

1. Purchase of County sponsored Health (Medical & Dental) Insurance program for employee and dependents.
2. Reimbursement for annual physical exams.
3. Reimbursement for professional development activities (not now paid directly by employee's department) such as professional organization memberships, attendance at professional conferences and meetings, publications, workshops etc. that aid the employee in his/her professional development.
4. Reimbursement for personal fitness activities such as membership (for the employee only) in health clubs, exercise programs etc. (does not include equipment or clothing)

5. Deferred Compensation - At the end of the fiscal year whatever unused portion of the County's contribution is left will be placed in the employee's deferred compensation account under the County sponsored deferred compensation program.
6. Other benefits such as additional life insurance, vision insurance etc. as they are developed will be added to the list of benefits available for purchase by the employee.

The County may establish such reasonable administrative policies as necessary to implement this program.

- Level I** Board of Supervisors, Chief Administrative Officer, and County Counsel - \$192.30 per pay period
- Level II** Chief Assistant County Counsel, General Services Director, Risk Manager, Personnel Director, Management Analyst, Communications Director - \$153.85 per pay period
- Level III** Assistant County Counsel, Captain, Deputy Purchasing Agent, Court Administrator, Undersheriff - \$134.62 - per pay period
- Level IV** Deputy County Counsel III, Lieutenant, Chief D.A. Investigator, AAA Director, Confidential Unit employees - \$115.38 per pay period

Administrative Leave

Unrepresented Executive Unit employees may cash out their 40 hours of administrative leave in lieu of receiving this time off. Employees must cash this management leave time in increments of 8 hours and may do so only twice each year.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the 9th day of July, 1985.

by the following vote of said Board:

Ayes: Supervisors Robert E. Dorr, Patricia R. Lowe, James R. Sweeney, Joseph V. Flynn, Thomas L. Stewart  
 Noes: None  
 Absent: None

ATTEST  
 BILLIE MITCHELL, County Clerk and ex-officio  
 Clerk of the Board of Supervisors  
 By Laette Allen  
 Deputy Clerk

Robert E. Dorr  
 Chairman, Board of Supervisors

DATE	COPIES SENT TO
7-17-85	Personnel

*don't enroll*" on page 7 of the *Handbook* for more information on default elections if you do not return an election form.

## **County-Sponsored Health Benefits**

A separate form is required to newly enroll during this Open Enrollment period, to add or drop dependents from your health benefits coverage, or to end your enrollment in health benefits. The required forms to change health benefits enrollment are available from Risk Management by calling (530) 621-6633, or can be downloaded from the Risk Management web site at [www.edcgov.us/risk](http://www.edcgov.us/risk).

## **How do I use the Spending Accounts?**

1. Carefully figure out in advance the amount of your allowable expenses for childcare, medical expenses, or non-County health insurance premium. To do this, you need to study what expenses are "allowable". See the *Handbook* for the Health Care Account, the Dependent Care Account and the Premium Conversion Account. You need to be very careful not to put any more money into these accounts than you know you will be spending because these are "**use it or lose it**" accounts. If you don't have allowable expenses during the tax year, you can lose the money. You can only change your mind before next July 1, and revise your elections, in certain specific circumstances. For a discussion of when you can change your elections, see page 4 of the *Handbook*, "*Changing Your Elections*".
2. Once you have decided to put some pre-tax money into a Spending Account, simply enter the amount in the appropriate place on the Election Form attached, sign the form, and return it to the County Payroll Office **before the deadline: June 11, 2010** or 60 days after your date of hire/promotion.
3. Each month, (or once your allowable expenses have added up to \$50 or more), submit proof of payment and a claim form to the County Payroll office, and you will be reimbursed for the allowable expense. Reimbursement procedure and required documentation for each of the Spending Accounts is discussed in the *Handbook*, "*How To Get Reimbursed*".