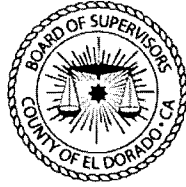


# **Attachment E2**

## **Corresponding Resolutions**



RESOLUTION NO. 014-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, the County has departments that utilize classifications that are created and maintained by Merit System Services (MSS); and

**WHEREAS**, the County of El Dorado must assign a job classification number (JCN), designate a salary range, and assign a bargaining unit to each MSS classification that is to be utilized; and

**WHEREAS**, the County wishes to adopt the MSS classifications of Information Systems Coordinator I/II/III, and

**WHEREAS**, the County wishes to abolish the previously adopted MSS classification of Information Systems Coordinator, and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 501 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017, as amended, applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently amended by action of the Board; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the JCN, salary range and bargaining unit for the for the MSS classifications of Information Systems Coordinator I, Information Systems Coordinator II and Information Systems Coordinator III, and amends the Authorized Personnel Allocation Resolution #109-2017 as set forth below effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors finds that the conditions in Personnel Rule 306.1 have been satisfied with respect to the reclassification of the incumbent Information Systems Coordinator in the Child Support Services Department, and hereby approves the retention of the incumbent in the new classification of Information Systems Coordinator II and authorizes the Director of Human Resources to waive competitive examination and probationary period for such position.

Job Class. No.	Classification	Bargaining Unit	Salary Range
7112	Information Systems Coordinator I	GE	\$25.17 - \$30.60 \$4,363 - \$5,304
7113	Information Systems Coordinator II	GE	\$27.69 - \$33.65 \$4,800 - \$5,833
7114	Information Systems Coordinator III	GE	\$31.84 - \$38.70 \$5,519 - \$6,708

Department	Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Health and Human Services Agency	7114	Information Systems Coordinator III	0	0	+1.0	1.0
Health and Human Services Agency	7111	Information Systems Coordinator	1.0	0	-1.0	0
Child Support Services	7112/7113	Information Systems Coordinator I/II	0	0	+1.0	1.0
Child Support Services	7111	Information Systems Coordinator	1.0	1.0	-1.0	0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 6th day of February, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Ranalli, Hidahl, Novasel  
 Noes: None  
 Absent: None

Attest:  
 James S. Mitrising  
 Clerk of the Board of Supervisors

By: Kyra Schaffenberg  
 Deputy Clerk

Michael Ranalli  
 Chair, Board of Supervisors  
 Michael Ranalli



## RESOLUTION NO. 023-2018

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby amend the salary range and bargaining unit for the classifications of Administrative Analyst I, Administrative Analyst II, and Sr. Administrative Analyst and amends the El Dorado County Salary and Benefits Resolution #163-2017 as set forth below effective the first pay period following approval.

Job Class. No.	Classification	Bargaining Unit	Salary Range
1306	Administrative Analyst I	PL	\$27.21 - \$33.08 \$4,716.40 - \$5,733.86
1307	Administrative Analyst II	PL	\$30.23 - \$36.75 \$5,239.86 - \$6,370.00
1308	Sr. Administrative Analyst	PL	\$34.77 - \$42.27 \$6,026.80 - \$7,326.80

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 6th day of March, 2018, by the following vote of said Board:

Ayes: Hidahl, Frentzen, Novasel, Veerkamp, Ranalli

Noes: None  
Absent: None

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By: Kyra Schaefferberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 028-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently amended by action of the Board; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED** that the Board of Supervisors of the County of El Dorado does hereby adopt the salary schedule for the Labor Relations Manager, and amend the Authorized Personnel Allocation Resolution #109-2017 as set forth below:

Job Class. No.	Classification	Bargaining Unit	Salary Range
1400	Labor Relations Manager	UM	\$49.04 - \$59.60 \$ 8,500.00 - \$ 10,331.00

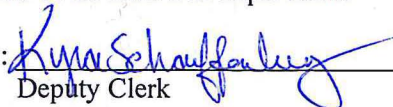
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Human Resources	1403	Principal Human Resources Analyst	1.0	0.0	-1.0	0.0
Human Resources	1400	Labor Relations Manager	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 13th day of March, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Ranalli, Veerkamp, Hidahl

Noes: None  
Absent : None

Attest:  
James S. Mitrishin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 037-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently amended by action of the Board; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the Deputy Director of Planning classification, job class number, bargaining unit, and salary schedule, and amends the Authorized Personnel Allocation Resolution #109-2017 and salary schedule as set forth below, effective the first pay period following adoption.

Job Class. No.	Classification	Bargaining Unit	Salary Range
0284	Deputy Director of Planning	UD	\$51.70 - \$62.84 \$8,961 - \$10,892

Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Department of Planning & Building	1403	Deputy Director of Planning	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 20th day of March, 2018, by the following vote of said Board:

Ayes: Frentzen, Hidahl, Veerkamp, Novasel, Ranalli

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kiya Schreffenberg  
Deputy Clerk

Noes:None  
Absent :None

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 038-2018**

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, a primary concept of the County’s compensation philosophy is to ensure transparency; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the new salary ranges for the UM group and CO-Exempt employees, and amends the salary schedule as set forth below, effective Pay Period 8 (March 31, 2018).

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado authorizes and directs the Human Resources Department and the Payroll Division of the Auditor/Controller's Office to implement a \$1,500.00 lump sum payment in two \$750.00 installments to be disbursed to employees in 1) Pay Period 8 and 2) Pay Period 9.

Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
0190	UM	ACCOUNTING DIVISION MANAGER	\$45.58 - \$55.40 \$7,900.53 - \$9,602.66	\$47.33 - \$57.54 \$8,204.00 - \$9,974.00
0121	UM	ASSISTANT ASSESSOR	\$46.47 - \$56.48 \$8,054.80 - \$9,789.86	\$48.26 - \$58.65 8365.00 - 10,166.00
0141	UM	ASSISTANT CHIEF ADMIN OFFICER	\$72.26 - \$87.20 \$12,525.06 - \$15,222.13	\$75.04 - \$91.21 13,007.00 - 15,810.00
0151	UM	ASSISTANT COUNTY RECORDER	\$32.20 - \$39.14 \$5,581.33 - \$6,784.26	\$33.44 - \$40.65 \$5,796.00 - \$7,046.00
1252	UM	ASSISTANT DIR HEALTH SERVICES	\$55.63 - \$67.62 \$9,642.53 - \$11,720.80	\$57.77 - \$70.21 \$10,013.00 - \$12,170.00
0143	UM	ASSISTANT DIR HUMAN RESOURCES	\$53.70 - \$65.28 \$9,308.00 - \$11,315.20	\$55.77 - \$67.79 \$9,667.00 - \$11,750.00
0113	UM	ASSISTANT DIR HUMAN SERVICES	\$55.63 - \$67.62 \$9,642.53 - \$11,720.80	\$57.77 - \$70.21 \$10,013.00 - \$12,170.00
0194	UM	ASSISTANT DIR OF ADM & FINANCE	\$62.83 - \$76.37 \$10,890.53 - \$13,237.46	\$65.25 - \$79.32 \$11,310 - \$13,749.00
0152	UM	ASSISTANT REGISTRAR OF VOTERS	\$32.20 - \$39.14 \$5,581.33 - \$6,784.26	\$33.44 - \$40.65 \$5,796.00 - \$7,046.00
0311	UM	ASSISTANT TREAS/TAX COLLECTOR	\$49.29 - \$59.91 \$8,543.60 - \$10,384.40	\$51.19 - \$62.22 \$8,873.00 - \$10,785.00
1316	UM	CAO ADMINISTRATIVE ANALYST I* <i>(Recommended for retitle to Management Analyst I – Legistar #18-0350)</i>	\$34.98 - \$42.53 \$6,063.20 - \$7,371.86	\$36.33 - \$44.16 \$6,297.00 - \$7,654.00



Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
1317	UM	CAO ADMINISTRATIVE ANALYST II <i>(Recommended for retitle to Management Analyst II – Legistar #18-0350)</i>	\$38.86 – \$47.23 \$6,735.73 – \$8,186.53	\$40.36 - \$49.07 \$6,996.00 - \$8,505.00
0126	UM	CHIEF ASST AUDITOR/CONTROLLER	\$57.40 – \$69.76 \$9,949.33 – \$12,091.73	\$59.61 - \$72.46 \$10,332.00 - \$12,560.00
0146	UM	CHIEF ASST COUNTY COUNSEL	\$66.07 – \$80.30 \$11,452.13 – \$13,918.66	\$68.61 - \$83.39 \$11,892.00 - \$14,454.00
0156	UM	CHIEF ASST DISTRICT ATTORNEY	\$64.06 – \$77.86 \$11,103.73 – \$13,495.73	\$66.53 - \$80.87 \$11,532.00 - \$14,017.00
0327	UM	CHIEF FISCAL OFFICER - UM	\$45.98 – \$55.88 7,969.86 – 9,685.86	\$47.75 - 58.04 \$8,277.00 - \$10,060.00
1319	UM	COMMUNICATIONS & OUTREACH MGR	\$47.97 – \$58.31 \$8,314.80 – \$10,107.06	\$49.82 - \$60.56 \$8,635.00 - \$10,497.00
0249	UM	DEPUTY BUILDING OFFICIAL	\$33.54 – \$40.77 \$5,813.60 – \$7,066.80	\$34.83 - \$42.34 \$6,037.00 - \$7,339.00
0144	UM	DEPUTY CHIEF ADMIN OFFICER	\$60.22 – \$73.20 \$10,438.13 – \$12,688.00	\$62.54 - \$76.02 \$10,840.00 - \$13,177.00
0281	UM	DEPUTY DIR DEV SVCS-BLDG OFCL	\$47.33 – \$57.54 \$8,203.86 – \$9,973.60	\$49.15 - \$59.75 \$8,519.00 - \$10,357.00
0124	UM	DEPUTY SURVEYOR	\$44.54 – \$54.15 \$7,720.26 – \$9,386.00	\$46.25 - \$56.22 \$8,017.00 - \$9,745.00
0188	UM	FACILITIES MANAGER	\$50.37 – \$61.23 \$8,730.80 – \$10,613.20	\$52.31 - \$63.59 \$9,067 - \$11,022.00
0186	UM	FACILITIES PROJECT MANAGER I	\$30.43 – \$36.99 \$5,274.53 – \$6,411.60	\$31.60 - \$38.41 \$5,477.00 - \$6,658.00
0187	UM	FACILITIES PROJECT MANAGER II	\$37.04 – \$45.01 \$6,420.26 – \$7,801.73	\$38.47 - \$46.76 \$6,668 - \$8,105.00
1401	UM	HUMAN RESOURCES ANALYST I	\$26.39 – \$32.09 \$4,574.26 – \$5,562.26	\$27.41 – \$33.32 \$4,751.00 - \$5,775.00
1402	UM	HUMAN RESOURCES ANALYST II*	\$29.33 - \$35.66 \$5,083.86 - \$6,181.06	\$30.46 - \$37.02 \$5,280.00 - \$6,417.00
1299	UM	INTERNAL AUDITOR	\$47.97 – \$58.31 \$8,314.80 – \$10,107.06	\$49.82 - \$60.56 \$8,635.00 - \$10,497.00
0181	UM	PARKS MANAGER	\$47.97 – \$58.31 \$8,314.80 – \$10,107.06	\$49.82 - \$60.56 \$8,635.00 - \$10,497.00
1309	UM	PRINCIPAL ADMIN ANALYST <i>(Recommended for retitle to Principal Management Analyst – Legistar #18-0350)</i>	\$47.97 – \$58.31 \$8,314.80 – \$10,107.06	\$49.82 - \$60.56 \$8,635.00 - \$10,497.00
1300	UM	PRINCIPAL FINANCIAL ANALYST	\$47.97 – \$58.31 8,314.80 – \$10,107.06	\$49.82 - \$60.56 \$8,635.00 - \$10,497.00
8225	UM	PSYCHIATRIST I*	\$96.95 - \$117.84 \$16,804.66 - \$20,425.60	\$100.68 - \$122.38 \$17,451.00 - \$21,213.00
8226	UM	PSYCHIATRIST II	\$114.07 – \$138.65 \$19,772.13 – \$24,032.66	\$118.46 - \$143.99 \$20,533.00 - \$24,958.00
1501	UM	RISK MANAGEMENT ANALYST I*	\$26.39 - \$32.09 \$4,574.26 - \$5,562.26	\$27.41 - \$33.32 \$4,751.00 – \$5,775.00
1502	UM	RISK MANAGEMENT ANALYST II	\$29.33 – \$35.66 \$5,083.86 – \$6,181.06	\$30.46 - \$37.02 \$5,280.00 - \$6,417.00

Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
0253	UM	RISK MANAGER	\$47.97 – \$58.31 \$8,314.80 – \$10,107.06	\$49.82 - \$60.56 \$8,635.00 - \$10,497.00
1404	UM	SR. HUMAN RESOURCES ANALYST	\$33.73 – \$41.00 \$5,846.53 - \$7,106.66	\$35.03 - \$42.58 \$6,072.00 - \$7,381.00
3906	CO-Exempt	SUPERVISOR'S ASSISTANT	\$27.71 - \$33.69 \$4,803.06 - \$5,839.60	\$28.46 - \$34.59 \$4,933.00 - \$5,996.00

\*As of 3/8/18, these classification titles are vacant.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 20<sup>th</sup> day of March, 2018, by the following vote of said Board:

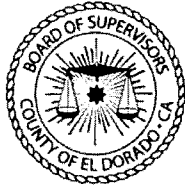
Ayes: Veerkamp, Hidahl, Ranalli, Novasel, Frentzen

Noes:None  
Absent :None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaffner  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 040-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, the County of El Dorado must assign a job classification number (JCN), designate a salary range, and assign a bargaining unit to each classification that is to be utilized; and

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the JCN, salary range, and bargaining unit for the for the classifications of Administrative Assistant I and Administrative Assistant II.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the classification title changes for CAO Administrative Analyst I/II (New Title: Management Analyst I/II), Principal Administrative Analyst (New Title: Principal Management Analyst), Supervising Librarian (New Title: Librarian Supervisor), Recordable Document Examiner/Indexer I/II (New Title: Recorder Document Examiner/Indexer I/II), and combine Sr. Recordable Document Examiner and Sr. Recordable Document Indexer (New Title: Sr. Recorder Document Examiner/Indexer).

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the reclassification/allocation changes for the CAO's Office, Elections Department, and Library Department, and amends the Authorized Personnel Allocation Resolution #109-2017 and salary schedule as set forth below, effective the first pay period following adoption.

New Classifications			
Job Class. No.	Classification	Bargaining Unit	Salary Range
2116	Administrative Assistant I	GE	\$16.23 - \$19.72 \$3,096 - 3,761
2117	Administrative Assistant II	GE	\$17.86 - \$21.70 \$2,813 - 3,418

Classification Title Changes			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
1316 / 1317	CAO Administrative Analyst I/II	Management Analyst I/II	UM
1309	Principal Administrative Analyst	Principal Management Analyst	UM
7618	Supervising Librarian	Librarian Supervisor	SU
2611 / 2612	Recordable Document Examiner/Indexer I/II	Recorder Document Examiner/Indexer I/II	GE
2613	Sr. Recordable Document Examiner	Sr. Recorder Document Examiner/Indexer	GE
2633	Sr. Recordable Document Indexer		GE

Reclassifications/Allocation Changes						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Chief Administrative Office – Economic Development Division	2104	Sr. Office Assistant	1.0	1.0	-1.0	0.0
Chief Administrative Office – Economic Development Division	2117	Administrative Assistant II	0.0	0.0	+1.0	1.0
Elections Department	1305	Administrative Technician	1.0	1.0	-1.0	0.0
Elections Department	2117	Administrative Assistant II	0.0	0.0	+1.0	1.0
Library Department	1305	Administrative Technician	1.0	1.0	-1.0	0.0
Library Department	1307	Administrative Analyst II	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 20th day of March, 2018, by the following vote of said Board:

Ayes: Hidahl, Ranalli, Novase, Veerkamp, Frentzen

Noes: None  
Absent: None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaefferberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors

**RESOLUTION NO. 043-2018**

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

**WHEREAS**, the County of El Dorado must assign a job classification number (JCN), designate a salary range, and assign a bargaining unit to each classification that is to be utilized; and

**WHEREAS**, in accordance with section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 501 of the El Dorado County Salary and Benefits Resolution #163-2017 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County;

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #163-2017, as amended, applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently amended by action of the Board.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the JCN, salary range, and bargaining unit for the for the classifications of Information Technology Specialist I and Information Technology Specialist II, and amends the Authorized Personnel Allocation Resolution #109-2017 as set forth below effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby amend the Authorized Personnel Allocation Resolution #109-2017 as set forth below effective the first pay period following adoption, for the addition of the Information Technology Specialist I/II position, and effective April 27, 2018 for the deletion of the Information Technology Analyst Trainee/I/II Office Systems position.

Job Class. No.	Classification	Bargaining Unit	Salary Range
3191	Information Technology Specialist I	GE	\$26.43 - \$32.13 \$4,581 - \$5,569
3192	Information Technology Specialist II	GE	\$29.09 - \$35.34 \$5,041 - \$6,126

Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Information Technologies	3117/3118/3119	Information Technology Analyst Trainee/I/II Office Systems	5.0	5.0	-1.0	4.0
Information Technologies	3191/3192	Information Technology Specialist I/II	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 20th day of March, 2018, by the following vote of said Board:

Ayes: Frentzen, Hidahl, Veerkamp, Novasel, Ranalli  
 Noes: None  
 Absent: None

Attest:  
 James S. Mitrison  
 Clerk of the Board of Supervisors

By: Kyra Schaffner  
 Deputy Clerk

Michael Ranalli  
 Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 044-2018

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

**WHEREAS**, representatives of the County of El Dorado and representatives of the El Dorado County Probation Officers Association (EDCPOA) representing employees in the probation bargaining unit have met and negotiated in good faith since August 10, 2016, and,

**WHEREAS**, said representatives have reached an agreement on a variety of terms and conditions of employment for employees in the probation bargaining unit to be incorporated as the successor Memorandum of Understanding for the period covering July 1, 2016, through December 31, 2019, and,

**WHEREAS**, said representatives have reached an agreement to implement, effective the first full pay period in July 2018, an increase in base wages for employees in the probation bargaining unit to bring each bargaining unit benchmark and non-benchmark classification to 10% (+/-1%) of the market median, and,

**WHEREAS**, members of the EDCPOA representing the probation bargaining unit have held elections and voted to ratify the negotiated terms and conditions contained within the tentative agreement for the successor Memorandum of Understanding and,

**WHEREAS**, the previous Memorandum of Understanding between the County of El Dorado and the EDCPOA representing employees in the probation bargaining unit expired June 30, 2016, and the County representatives are now bringing the negotiated and fully executed successor Memorandum of Understanding that is attached and incorporated herein to the Board of Supervisors for final approval,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors for the County of El Dorado approves, adopts, and authorizes the Chair to sign this Resolution and the successor Memorandum of Understanding that is attached and incorporated herein between the County of El Dorado and the EDCPOA representing employees in the Probation bargaining unit, for the period July 1, 2016, through December 31, 2019.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors for the County of El Dorado directs the Human Resources Department and the Payroll Division of the Auditor/Controller's Office to implement a one-time payment of \$1,950.00, divided by and paid out in installments in each of the remaining benefit pay periods for the 2018 health plan year following final approval of this Memorandum of Understanding by this Board of Supervisors for each regular employee who is a member of the EDCPOA bargaining unit who is employed in such position on the date the Board of Supervisors signs this Memorandum of Understanding.

**BE IT FURTHER RESOLVED**, the Board of Supervisors of the County of El Dorado does hereby adopt the salary schedule for the classifications of Deputy Probation Officer I/II, Sr. Deputy Probation Officer, Supervising Deputy Probation Officer, Deputy Probation Officer I/II – Institutions, Sr. Deputy Probation Officer – Institutions, and Supervising Deputy Probation Officer – Institutions effective July 7, 2018, (Pay Period 15) as set forth below:

Job Class No.	Classification	Bargaining Unit	Salary Range
5701	DEPUTY PROBATION OFFICER I	PR	\$23.71 - \$28.83 \$4,110 - \$4,997
5702	DEPUTY PROBATION OFFICER II	PR	\$26.46 - \$32.16 \$4,586 - \$5,574
5705	SR. DEPUTY PROBATION OFFICER	PR	\$28.42 - \$34.55 \$4,926 - \$5,989
5710	SUPV DEPUTY PROBATION OFFICER	PR	\$33.24 - \$40.40 \$5,762 - \$7,003
5721	DEPUTY PROBATION OFFICER I- INSTI	PR	\$21.33 - \$25.94 \$3,697 - \$4,496
5722	DEPUTY PROBATION OFFICER II- INSTI	PR	\$23.79 - \$28.92 \$4,124 - \$5,013
5723	SR. DEPUTY PROBATION OFFICER- INSTI	PR	\$25.57 - \$31.08 \$4,432 - \$5,387
5725	SUPV DEPUTY PROBATION OFFICER- INSTI	PR	\$31.68 - \$38.50 \$5,491 - \$6,673

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 3rd day of April, 2018, by the following vote of said Board:

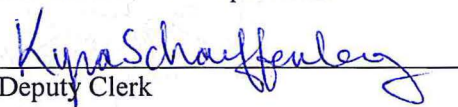
Ayes: Frentzen, Veerkamp, Ranalli, Hidahl,

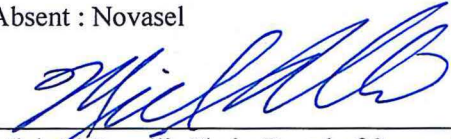
Attest:

James S. Mitrising  
Clerk of the Board of Supervisors

Noes: None  
Absent : Novasel

By:

  
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors





**RESOLUTION NO. 050-2018**

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

**WHEREAS**, the Health and Human Services Agency (HHS) utilizes Merit System Services (MSS) classifications for positions in social services programs that are covered by MSS, and the MSS classifications and County positions are identical in the scope and complexity of the responsibilities and tasks performed, and the required knowledge, skills, and abilities; and

**WHEREAS**, the County of El Dorado and Local 1 have reached an agreement to implement a salary increase of 5% to be consistent with the changes in the duties, knowledge, and abilities; and

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the new classification and classification title changes as set forth below.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the new salary ranges and amends the salary schedule as set forth below, effective the first full pay period following adoption.

New Classification			
Job Class No.	Classification	Salary Range	Bargaining Unit
7100	Eligibility Specialist Trainee	\$15.80 - \$19.20 \$2,739 - \$3,328	GE

Existing Classification Changes					
Job Class No.	Current Classification Title	Current (EW) Salary Range	New Classification Title	New (ES) Salary Range	Bargaining Unit
7101	Eligibility Worker I	\$15.80 - \$19.20 \$2,738.66 - \$3,328.00	Eligibility Specialist I	\$16.59 - \$20.16 \$2,876 - \$3,494	GE

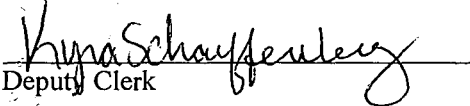
7102	Eligibility Worker II	\$17.57 - \$21.36 \$3,045.46 - \$3,702.40	Eligibility Specialist II	\$18.45 - \$22.43 \$3,198 - \$3,888	GE
7103	Eligibility Worker III	\$19.32 - \$23.49 \$3,348.80 - \$4,071.60	Eligibility Specialist III	\$20.29 - \$24.66 \$3,517 - \$4,274	GE
7110	Eligibility Supervisor I	\$22.22 - \$27.02 \$3,851.46 - \$4,683.46	Eligibility Supervisor	\$23.33 - \$28.37 \$4,044 - \$4,917	SU


PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 3rd day of April, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Ranalli, Hidahl

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : Novasel

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 054-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, the Health and Human Services Agency (HHSA) utilizes Merit System Services (MSS) classifications for positions in social services programs that are covered by MSS, and the MSS classifications and County positions are identical in the scope and complexity of the responsibilities and tasks performed, and the required knowledge, skills, and abilities; and

**WHEREAS**, for consistency, and to maintain uniformity with MSS, it is recommended the County adopt the MSS title, System Support Analyst for the County classification of Eligibility Systems Specialist; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently amended by action of the Board; and

**NOW, THEREFORE, BE IT RESOLVED** the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed;

**BE IT FURTHER RESOLVED** that the Board of Supervisors of the County of El Dorado does hereby make the classification title change as set forth below:

Job Class. No.	Former Classification Title	New Classification Title
7109	Eligibility Systems Specialist	System Support Analyst

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 3rd day of April, 2018, by the following vote of said Board:

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaffenberg  
Deputy Clerk

Ayes: Frentzen, Veerkamp, Hidahl, Ranalli  
Noes: None  
Absent: Novasel

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 080-2018

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the job class number, salary range, and bargaining unit for the for the new classifications, as set forth below and amends the salary schedule to include this information, effective the date of adoption.

New Classifications			
Job Class. No.	Classification	Bargaining Unit	Salary Range
5308	Supervising Deputy Public Defender	MA	\$56.68 - \$68.89 \$9,824.53 - \$11,940.93
5614	Supervising Investigator (Public Defender)	SU	\$47.99 - \$58.34 \$8,318.27 - \$10,112.27


PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 8th day of May, 2018, by the following vote of said Board:

Ayes: Veerkamp, Frentzen, Novasel, Ranalli

Noes: None  
Absent : Hidahl

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 080-2018

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the job class number, salary range, and bargaining unit for the for the new classifications, as set forth below and amends the salary schedule to include this information, effective the date of adoption.

New Classifications			
Job Class. No.	Classification	Bargaining Unit	Salary Range
5308	Supervising Deputy Public Defender	MA	\$56.68 - \$68.89 \$9,824.53 - \$11,940.93
5614	Supervising Investigator (Public Defender)	SU	\$47.99 - \$58.34 \$8,318.27 - \$10,112.27


PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 8th day of May, 2018, by the following vote of said Board:

Ayes: Veerkamp, Frentzen, Novasel, Ranalli

Noes: None  
Absent : Hidahl

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 090-2018**

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the classification title changes as set forth below, effective the date of adoption by the Board.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the reclassification/allocation changes and amends the Authorized Personnel Allocation Resolution #109-2017 and salary schedule as set forth below, effective the first pay period following adoption.

<b>Classification Specification Title Changes</b>			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
0146	Chief Assistant County Counsel	Assistant County Counsel	UM
5100	Associate County Counsel	Associate Deputy County Counsel	CC
2721	Executive Secretary – Law and Justice	Executive Assistant – Law and Justice	CO

<b>Reclassifications/Allocation Changes</b>						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
County Counsel	7901/7902	Department Analyst I/II	1.0	1.0	-1.0	0.0
County Counsel	1306/1307	Administrative Analyst I/II	0.0	0.0	+1.0	1.0

Public Defender	2411/2412	Legal Office Assistant I/II	1.0	1.0	-1.0	0.0
Public Defender	2101/2102	Office Assistant I/II	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 15th day of May, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Novasel, Ranalli

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : Hidahl

By: Kyra Schaufenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 092-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the job class number, salary range, and bargaining unit for the new classifications, as set forth below and amends the salary schedule to include this information, effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board does hereby abolish the classifications as set forth below, effective the first pay period following adoption.

<b>New Classifications</b>			
<b>Job Class. No.</b>	<b>Classification</b>	<b>Bargaining Unit</b>	<b>Salary Range</b>
6962	Student Intern – Undergraduate (Extra Help)	EH	\$12.10 - \$14.72 \$2,097.33 – 2,551.47
6963	Student Intern – Graduate/Law (Extra Help)*	EH	\$13.15 – \$15.99 \$2,279.33 - \$2,771.60
6964	Student Intern – Post Doctorate (Extra Help)**	EH	\$15.53 - \$18.89 \$2,691.87 - \$3,274.27

\*The Student Intern - Graduate/Law salary range is set at the old Engineering Student Intern - Extra Help salary.

\*\*The Student Intern - Post Doctorate salary now has a range, whereas the abolished classification of Post-Doctorate Psychology Intern did not.

<b>Abolish</b>		
<b>Job Class. No.</b>	<b>Current Classification Title</b>	<b>Bargaining Unit</b>
4713	Engineering Student Intern – Extra Help	EH
8199	Post-Doctorate Psychology Intern – Extra Help	EH



PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 22nd day of May, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Hidahl, Novasel, Ranalli

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schuffenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 095-2018

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the job class number, salary range, and bargaining unit for the new classifications, as set forth below and amends the salary schedule to include this information, effective the date of adoption.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the classification title changes as set forth below, effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the reclassification/allocation changes and amends the Authorized Personnel Allocation Resolution #109-2017 and salary schedule as set forth below, effective the first pay period following adoption.

New Classifications			
Job Class. No.	Classification	Bargaining Unit	Salary Range
4129	Sr. Air Quality Engineer	SU	\$42.60 - \$51.79 \$7,384.00 - \$8,976.93
3147	Business Systems Analyst I	PL	\$34.61 - \$42.07 \$5,999.07 - \$7,292.13
3148	Business Systems Analyst II	PL	\$38.45 - \$46.74 \$6,664.67 - \$8,101.60

Classification Specification Title Changes			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
4401/4402/ 4403	Agricultural Biologist/Standards Inspector I/II/Sr.	Agricultural Biologist/Standards Inspector I/II/III	PL
4603	Sr. Environmental Health Specialist	Environmental Health Specialist III	PL

Reclassifications/Allocation Changes						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Environmental Management	PL	Department Analyst I/II	1.0	1.0	-1.0*	0.0
Environmental Management	PL	Administrative Analyst I/II	0.0	0.0	+1.0	1.0

\*Incumbent to be reclassified to Administrative Analyst II.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 22nd day of May, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Ranalli, Hidahl, Novasel

Noes: None

Absent : None

Attest:  
James S. Mitrising  
Clerk of the Board of Supervisors

By: Kyra Schaffenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 096-2018

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

**WHEREAS**, on October 10, 2017, the Board of Supervisors amended Section 2.14 of the El Dorado County Ordinance Code to establish the Registrar of Voters as an appointed department head; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the new salary range and amends the salary schedule as set forth below, effective the first full pay period following adoption

Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
1264	UD	Registrar of Voters	\$44.96 - \$54.65 \$7,791 - \$9,471	\$40.34 - \$49.04 \$6,992.26 - \$8,500.26

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 22nd day of May, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Ranalli, Novasel, Hidahl

Noes: None  
Absent : None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaufenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 100-2018**

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently amended by action of the Board; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the Deputy Director of Planning classification, job class number, bargaining unit, and salary schedule, amends the Authorized Personnel Allocation Resolution #109-2017 and salary schedule as set forth below, and rescinds and replaces Resolution 037-2018 effective upon adoption.

Job Class. No.	Classification	Bargaining Unit	Salary Range
0284	Deputy Director of Planning	UM	\$51.70 - \$62.84 \$8,961.33 - \$10,892.27

Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Department of Planning & Building	0284	Deputy Director of Planning	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 22nd day of May, 2018, by the following vote of said Board:

Ayes:Frentzen,Veerkamp,Hidahl,Ranalli,Novasel

Attest:

James S. Mitrison


Clerk of the Board of Supervisors

By: 

Deputy Clerk

Noes:None

Absent : None

  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 110-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, a primary concept of the County's compensation philosophy is to ensure transparency; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the new salary range and amends the salary schedule as set forth below, effective the first full pay period following adoption.

Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
0263	UM	Assistant Director of Child Support Services – Chief Attorney	\$59.17 - \$71.93 \$10,256.13 - \$12,467.86	\$61.44 - \$74.69 \$10,649.60 - \$12,946.27

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 5th day of June, 2018, by the following vote of said Board:

Ayes: Veerkamp, Novasel, Hidahl, Frentzen, Ranalli

Attest:  
James S. Mitrising  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schaufenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 121-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, the Victim Witness Program Specialist classification was revised to include duties from the Victim Witness Claims Specialist I/II class specification, therefore making the Victim Witness Claims Specialist I/II class specification no longer viable.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board does hereby adopt the reclassification/allocation changes and amends the Authorized Personnel Allocation Resolution #109-2017 as set forth below, effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board does hereby abolish the classification specification of Victims Witness Claims Specialist I/II and amends the Authorized Personnel Resolution #109-2017, effective the first pay period following adoption.

<b>Reclassifications/Allocation Changes</b>						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Agriculture Weights and Measures	2104	Sr. Office Assistant	1.0	1.0	-1.0*	0.0
Agriculture Weights and Measures	2101/2102	Office Assistant I/II	0.0	0.0	+1.0	1.0
District Attorney	5115/5116	Paralegal I/II	4.0	4.0	-1.0*	3.0
District Attorney	2721	Executive Assistant – Law and Justice	0.0	0.0	+1.0	1.0
District Attorney	2411/2412	Legal Office Assistant I/II	3.0	3.0	-3.0*	0.0



District Attorney	2101/2102	Office Assistant I/II	0.8	0.8	+3.0	3.8
District Attorney	2411/2412	Legal Office Assistant I/II – Limited Term	1.0	1.0	-1.0*	0.0
District Attorney	2101/2102	Office Assistant I/II – Limited Term	0.0	0.0	+1.0	1.0
District Attorney	5913/5914	Victim Witness Claims Specialist I/II	1.0	1.0	-1.0*	0.0
District Attorney	5911	Victim Witness Program Specialist	4.0	4.0	+1.0	5.0

\*All incumbents are being reclassified.

Abolish Class Specification		
Department	Job Class No.	Class Title
District Attorney	5913/5914	Victim Witness Claims Specialist I/II

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 12th day of June, 2018, by the following vote of said Board:

Ayes: Frentzen, Hidahl, Novasel, Ranalli, Veerkamp

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaefferberg  
Deputy Clerk

Noes: None  
Absent: None

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 128-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the classification title change as set forth below, effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the salary range and new bargaining unit for the Assistant Public Defender, as set forth below and amends the salary schedule to include this information, effective the first pay period following adoption.

<b>Bargaining Unit Change</b>			
Job Class. No.	Classification	Old Bargaining Unit	New Bargaining Unit
5305	Assistant Public Defender	MA	UM

<b>Salary Range Change</b>			
Job Class. No.	Classification	Old Salary Range	New Salary Range
5305	Assistant Public Defender	\$56.69 - \$68.91 \$9,826.26 - \$11,944.40	\$62.35 - \$75.79 \$10,807.33 - \$13,136.93

<b>Classification Specification Title Change</b>			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
4604	Supervising Environmental Health Specialist	Environmental Health Specialist Supervisor	SU

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 26th day of June, 2018, by the following vote of said Board:

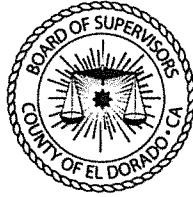
Ayes: Frentzen, Veercamp, Hidahl, Ranalli, Novasel

Attest:  
James S. Mitrising  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schuffenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 159-2018

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

**WHEREAS**, a primary concept of the County's compensation philosophy is to ensure transparency; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the new salary range and amends the salary schedule as set forth below, effective the pay period beginning September 29, 2018.

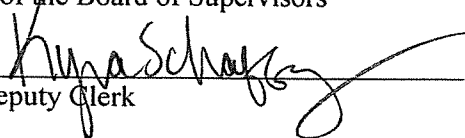
Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
1285	UD	Director of Planning and Building	\$62.33 – \$75.77 \$10,803.86 - \$13,133.46	\$70.06 – \$85.16 \$12,143.73 - \$14,761.06


PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 24th day of July, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Hidahl, Ranalli, Veerkamp

Attest:  
James S. Mitrising  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 180-2018**

**OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY  
AIR QUALITY MANAGEMENT DISTRICT**

**WHEREAS**, pursuant to Health and Safety Code Section 40124, employees of a county air quality management district shall be appointed pursuant to that county’s civil service system; and

**WHEREAS**, the El Dorado County civil service system maintains employees in established job classifications linked to salary ranges set forth on a publicly available salary schedule.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Directors of the El Dorado County Air Quality Management District authorizes the Director of Human Resources of the County of El Dorado, as ex officio Director of Human Resources for the El Dorado County Air Quality Management District, to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Directors of the El Dorado County Air Quality Management District does hereby adopt the Job Class Number, salary range, and bargaining unit for the new classifications as set forth below, and amends the salary schedule to include this information effective the first pay period following adoption;

**BE IT FURTHER RESOLVED**, that the Board of Directors of the El Dorado County Air Quality Management District does hereby adopt the reclassification/allocation change as set forth below, and abolishes the Sr. Department Analyst classification within the El Dorado County Air Quality Management District, effective the first pay period following adoption.

<b>New Classifications</b>			
Job Class. No.	Classification	Bargaining Unit	Salary Range
4644	Air Quality Technician I	GE	\$19.81 - \$24.08 \$3,433.73 - \$4,173.86
4645	Air Quality Technician II	GE	\$21.88 - \$26.60 \$3,792.53 - 4,610.66
1321	Air Quality Administrative Analyst	PL	\$34.77 - \$42.27 \$6,026.80 - \$7,326.80

<b>Reclassification/Allocation Changes</b>						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Air Quality Management District	7903	Sr. Department Analyst	1.0	1.0	-1.0*	0.0
Air Quality Management District	1321	Air Quality Administrative Analyst	0.0	0.0	+1.0	1.0

\*The incumbent is being reclassified to Air Quality Administrative Analyst.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 28th day of August, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Ranalli, Veerkamp, Hidahl

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schaufenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 181-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the Job Class Number, salary range, and bargaining unit for the new classifications as set forth below, and amends the salary schedule to include this information effective the first pay period following adoption;

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the classification title changes as set forth below, and amends the salary schedule and Authorized Personnel Allocation Resolution # 132-2018 effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the reclassification/allocation changes as set forth below, and amends the Authorized Personnel Allocation Resolution #132-2018 effective the first pay period following adoption.

<b>New Classifications</b>			
<b>Job Class. No.</b>	<b>Classification</b>	<b>Bargaining Unit</b>	<b>Salary Range</b>
3101	Chief Information Security Officer	MA	\$47.60 – \$57.86 \$8,250.66 – \$10,029.06
3137	Information Technology Project Manager	UM	\$41.32 - \$50.23 \$7,162.13- \$8,706.53

<b>Classification Specification Title Changes</b>			
<b>Job Class. No.</b>	<b>Current Classification Title</b>	<b>New Classification Title</b>	<b>Bargaining Unit</b>
0207	Assistant Director of Information Technology	Assistant Director of Information Technologies	UM
0235	Deputy Director of Information Technology	Deputy Director of Information Technologies	MA

0206	Director of Information Technology	Director of Information Technologies	UD
3191/3192	Information Technology Specialist I/II	Information Technology Customer Support Specialist I/II	GE

Reclassification/Allocation Changes						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Information Technologies	0235	Deputy Director of Information Technology	3.0	3.0	-1.0*	2.0
Information Technologies	3101	Chief Information Security Officer	0.0	0.0	+1.0	1.0
Information Technologies	3161/3162	Information Technology Technician Trainee, I, II, Sr.	2.0	2.0	-1.0*	1.0
Information Technologies	3118/3119	Information Technology Analyst I/II – Office Systems	4.0	4.0	-3.0*	1.0
Information Technologies	3191/3192	Information Technology Customer Support Specialist I/II	1.0	1.0	+4.0	5.0
Information Technologies	3173	Sr. Department Systems Analyst	1.0	1.0	-1.0	0.0
Information Technologies	3137	Information Technology Project Manager	0.0	0.0	+1.0	1.0

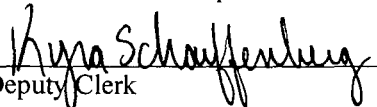
\*Incumbents are being reclassified.

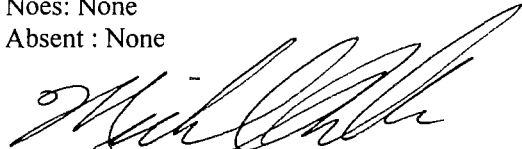
PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 28th day of August, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Veerkamp, Ranalli, Hidahl

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors





**RESOLUTION NO. 183-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, Resolution #132-2018 established the authorized Personnel Allocation based on the Fiscal Year 2018-2019 Recommended Budget and has been subsequently amended by action of the Board; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the Deputy Assessor – Systems & Support classification, job class number, bargaining unit, and salary schedule, and amends the Authorized Personnel Allocation Resolution #132-2018 and salary schedule as set forth below, effective following adoption.

Job Class. No.	Classification	Bargaining Unit	Salary Range
0122	Deputy Assessor – Systems & Support	MA	\$41.96 - \$51.00 \$7,273.07 - \$8,840.00

Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Assessor	0121	Assistant Assessor	2.0	0	-1.0	1.0
Assesseor	0122	Deputy Assessor – Systems & Support	0	0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 28th day of August, 2018, by the following vote of said Board:

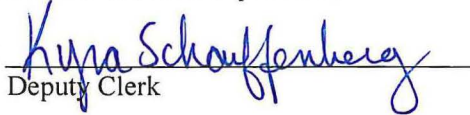
Ayes: Frentzen, Novasel, Ranalli, Hidahl, Veerkamp

Attest:

James S. Mitrisin

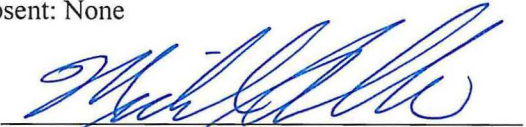
Clerk of the Board of Supervisors

By:

  
Deputy Clerk

Noes: None

Absent: None

  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 185-2018**

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the Job Class Number, salary range, and bargaining unit for the new classification as set forth below, and amends the salary schedule to include this information effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the allocation changes as set forth below, and amends the Authorized Personnel Allocation Resolution #132-2018 effective the first pay period following adoption.

<b>New Classification</b>			
Job Class No.	Classification	Bargaining Unit	Salary Range
3310	Payroll Technician	CO	\$23.76 - \$28.89 \$4,118.40 - \$5,007.60

<b>Allocation Changes</b>							
Department	Bargaining Unit	Job Class No.	Class Title	Departmental Total Positions			
				Allocated	Filled	Proposed	New Allocation
Human Resources	CO	1406	Human Resources Technician	5.0	4.0	-1.0	4.0
Auditor-Controller	CO	3310	Payroll Technician	0.0	0.0	+2.0	2.0
Auditor Controller	CO	1306/1307	Administrative Analyst I/II	0.0	0.0	+1.0	1.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 28th day of August, 2018, by the following vote of said Board:

Ayes: Veerkamp, Ranalli, Novasel, Hidahl, Frentzen

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schaufenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 192-2018

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

**WHEREAS**, Payrates must be reported to the California Public Employees' Retirement System in accordance with Government Code Sections 20636 and 7522.34(a), as well as California Code of Regulations 570.5; and

**WHEREAS**, California Code of Regulations 570.5 requires the payrate to be limited to the amount listed on a pay schedule that meets the following requirements: (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws; (2) Identifies the position title for every employee position; (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range; (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website; (6) Indicates an effective date and date of any revisions; (7) Is retained by the employer and available for public inspection for not less than five years; and (8) Does not reference another document in lieu of disclosing the payrate.

**WHEREAS**, the Board of Supervisors approved and adopted, by way of Resolution 183-2018, the new salary range for the classification of Deputy Assessor – Systems and Support;

**WHEREAS**, the Board of Supervisors approved and adopted, by way of Resolution 181-2018, the job class number, classification title, salary range, and bargaining unit for the classifications of Chief Information Security Officer and Information Technology Project Manager;

**WHEREAS**, the Board of Supervisors approved and adopted, by way of Resolution 181-2018, the title changes for the following classifications: Assistant Director of Information Technologies (Old Title: Assistant Director of Information Technology), Deputy Director of Information Technologies (Old Title: Deputy Director of Information Technologies), Director of Information Technologies (Old Title: Director of Information Technology), and Information Technology Customer Support Specialist I/II (Old title: Information Technology Specialist I/II); and

**WHEREAS**, the Board of Supervisors approved and adopted, by way of Resolution 185-2018, the job class number, classification title, salary range, and bargaining unit for the classification of Payroll Technician; and

**WHEREAS**, the Board of Supervisors approved and adopted, by way of Resolution 180-2018, the job class number, classification title, salary range, and bargaining unit for the classifications of Air Quality Technician I, Air Quality Technician II, and Air Quality Administrative Specialist; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the County's Salary Schedule including the Board adopted changes by way of Resolution 183-2018, 181-2018, 185-2018, and 180-2018, effective September 1, 2018.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt and amends the County's Salary Schedule including the changes listed herein with regard to the adoption of the

El Dorado County Criminal Attorneys' Association Memorandum of Understanding (Legistar Item: 18-1363) effective the first pay period following Board adoption, September 15, 2018.

El Dorado County Criminal Attorney's				
Job Class No.	Classification	Bargaining Unit	Old Salary Range	New Salary Range
5201	Deputy District Attorney I	CA	\$31.72 - \$38.57 \$5,498.13 - 6,685.46	\$36.49 - \$44.35 \$6,324.93 - \$7,687.33
5202	Deputy District Attorney II	CA	\$37.24 - \$45.27 \$6,454.93 - 7,846.80	\$42.99 - \$52.26 \$7,451.60 - \$9,058.40
5203	Deputy District Attorney III	CA	\$43.84 - \$53.29 \$7,598.93 - \$9,236.93	\$49.18 - \$59.78 \$8,524.53 - \$10,361.87
5204	Deputy District Attorney IV	CA	\$51.53 - \$62.64 \$8,931.86 - \$10,857.60	\$56.90 - \$69.17 \$9,862.67 - \$11,989.47
5001	Child Support Attorney I	CA	\$31.72 - \$38.57 \$5,498.13 - 6,685.46	\$36.49 - \$44.35 \$6,324.93 - \$7,687.33
5002	Child Support Attorney II	CA	\$37.24 - \$45.27 \$6,454.93 - 7,846.80	\$42.99 - \$52.26 \$7,451.60 - \$9,058.40
5003	Child Support Attorney III	CA	\$43.84 - \$53.29 \$7,598.93 - \$9,236.93	\$49.18 - \$59.78 \$8,524.53 - \$10,361.87
5004	Child Support Attorney IV	CA	\$51.53 - \$62.64 \$8,931.86 - \$10,857.60	\$56.90 - \$69.17 \$9,862.67 - \$11,989.47
5301	Deputy Public Defender I	CA	\$31.72 - \$38.57 \$5,498.13 - 6,685.46	\$36.49 - \$44.35 \$6,324.93 - \$7,687.33
5302	Deputy Public Defender II	CA	\$37.24 - \$45.27 \$6,454.93 - 7,846.80	\$42.99 - \$52.26 \$7,451.60 - \$9,058.40
5303	Deputy Public Defender III	CA	\$43.84 - \$53.29 \$7,598.93 - \$9,236.93	\$49.18 - \$59.78 \$8,524.53 - \$10,361.87
5304	Deputy Public Defender IV	CA	\$51.53 - \$62.64 \$8,931.86 - \$10,857.60	\$56.90 - \$69.17 \$9,862.67 - \$11,989.47
5609	Senior Citizens Attorney I	CA	\$31.72 - \$38.57 \$5,498.13 - 6,685.46	\$36.49 - \$44.35 \$6,324.93 - \$7,687.33
5610	Senior Citizens Attorney II	CA	\$37.24 - \$45.27 \$6,454.93 - 7,846.80	\$42.99 - \$52.26 \$7,451.60 - \$9,058.40
5611	Senior Citizens Attorney III	CA	\$43.84 - \$53.29 \$7,598.93 - \$9,236.93	\$49.18 - \$59.78 \$8,524.53 - \$10,361.87

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 11th day of September, 2018, by the following vote of said Board:

Ayes: Novasel, Veerkamp, Frentzen, Hidahl, Ranalli

Noes: None  
Absent: None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaeffer  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors

# **MEMORANDUM OF UNDERSTANDING**

**Between**

**The County of El Dorado**

**And**

**The El Dorado County Law**

**Enforcement Management Association**

**(EDCLEMA)**

**July 1, 2016 through December 31, 2021**



**MEMORANDUM OF UNDERSTANDING  
EDCLEMA  
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**MEMORANDUM OF UNDERSTANDING BETWEEN**  
**THE COUNTY OF EL DORADO**  
**AND THE**  
**EL DORADO COUNTY LAW ENFORCEMENT MANAGEMENT ASSOCIATION**

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**PREAMBLE**

It is the purpose of this Memorandum to set forth the wages, hours, and other terms and conditions of employment for employees represented by the El Dorado County Law Enforcement Management Association (EDCLEMA or Association).

**ARTICLE 1. TERMS & CONDITIONS OF EMPLOYMENT**

**Section 1. Negotiation**

The Association and representatives of the County of El Dorado (County) have met and conferred in good faith in regard to wages, hours, and other terms and conditions of employment covering employees in the Law Enforcement Sworn Management Bargaining Unit (Unit) and have exchanged freely information, opinions, and proposals, and have reached agreement on all matters relating to the employment conditions and employer-employee relations of such employees.

**Section 2. Meyers-Milias Brown Act**

This Memorandum of Understanding (MOU) is entered into pursuant to the Meyers-Milias-Brown Act (Government Code §3500 et seq.) and has been jointly prepared by the parties.

**Section 3. Ratification**

This MOU shall be presented by EDCLEMA to the employees in the Unit for ratification by said employees, and shall thereafter be presented to the Board of Supervisors, as the joint recommendations of the undersigned for salary and benefits adjustments for the period commencing on July 1, 2016 through December 31, 2021. All provisions shall become effective upon final approval of the Board of Supervisors, unless otherwise indicated herein.

**Section 4. Complete Understanding**

This MOU cancels all previous letters of agreement and shall supersede any policies, practices, or ordinance provisions with which it may be in conflict.

## **Section 5. Authorized Agents**

For the purpose of administering the terms and provisions of this MOU, the following authorized agents have been designated:

County of El Dorado  
Director of Human Resources  
330 Fair Lane  
Placerville, CA 95667

El Dorado County Law Enforcement Management Association  
Goyette & Associates, Attorneys at Law  
2366 Gold Meadow Way Suite 200  
Gold River, CA 95670

EDCLEMA shall provide in writing to the County and be responsible for keeping current the name, address, and telephone number of the designated representative and a list of persons authorized to act on its behalf or receive service in its name.

## **ARTICLE 2. COUNTY RIGHTS**

County retains, solely and exclusively, all the rights, powers and authority exercised prior to the execution of this MOU except as expressly limited by a specific provision of this MOU. Without limiting the generality of the foregoing, the rights, powers, and authority retained solely and exclusively by County and not abridged herein, include but are not limited to, the following: to manage and direct its business and personnel; to manage, control and determine the mission of its departments, building facilities, and operations; to create, change, combine or abolish jobs, departments and facilities in whole or in part; to direct the work force; to increase or decrease the work force and determine the number of employees needed; to hire, transfer, promote and maintain the discipline and efficiency of its employees; to establish work standards, schedules of operation and reasonable work load; to specify or assign work requirements and require overtime; to schedule working hours and shifts; to adopt rules of conduct; to determine the type and scope of work to be performed by County employees and the services to be provided; to classify positions, to establish initial salaries of new classifications; to determine the methods, processes, means, and places of providing services and to take whatever action necessary to prepare for and operate in an emergency.

Nothing in this Article is intended to alter the post-agreement rights of the respective parties as established by law to meet and confer on changes which would affect the wages, hours, and other terms and condition of employment, except, however that the scope of representation shall not include consideration of the merits, necessity, or organization of any service or activity provided by law or executive order.

## **ARTICLE 3. ASSOCIATION RIGHTS**

### **Section 1. Representation**

This MOU covers the employees in the position classifications of the County that EDCLEMA is certified as representing, and EDCLEMA is the formally recognized employee organization that has the exclusive right to represent said employees during the term of this Memorandum.

## **Section 2. Communications**

Official EDCLEMA representatives shall be permitted access to County property to confer with County employees on matters of employer-employee relations. The designated representative shall give notice to the appointing authority or his/her designee when contacting departmental employees during the duty period of employees, provided that solicitation for membership or other internal employee organization business shall be conducted only during the non-duty hours of all employees concerned. Non-duty hours are defined as before or after work, lunch periods, and rest break periods.

## **Section 3. Release Time**

Official EDCLEMA representatives shall be released from duty during the grievance procedure or when meeting with management. EDCLEMA shall notify the Director of Human Resources or designee of the names of employees who are official representatives of EDCLEMA.

## **Section 4. Use of County Buildings**

County Buildings and other facilities shall be made available for use of EDCLEMA or its representatives during non-duty hours in accordance with availability and administrative procedures.

## **Section 5. E-mail**

EDCLEMA may use the County electronic mail (e-mail) for Association business under the following conditions:

1. Emails shall not be drafted during working hours (not including duty free breaks and lunches);
2. The subject line of the email shall read "Association Information"; and
3. All email usage shall be consistent with departmental policy, the El Dorado County Computer and Network Resource Usage Policies and Standards Guide and the provisions of this MOU.

## **Section 6. Dues Deductions**

The County shall deduct membership dues from EDCLEMA member wages and remit to the proper officers of EDCLEMA in accordance with existing practice to the extent allowed by law.

The County shall not be liable to EDCLEMA, employees, or any other party by reason of the requirements of this Article for the remittance or payment of any sum other than the constituted actual deductions made from an employee's wages earned. EDCLEMA shall hold harmless against any and all claims, demands, suits, orders, judgments, or other forms of liability that may arise out of or by reason of action taken by the employer under this Article, including, but not limited to the collection of EDCLEMA dues, EDCLEMA fees, reasonable cost of County's attorney fees and costs, and the reasonable cost of management preparation time. The County shall not be made a party to any administrative or court proceedings to determine EDCLEMA dues and/or fees.

#### **ARTICLE 4. SALARY RATES AND STEP ADVANCEMENTS**

##### **Section 1. Base Salary Ranges and Rates**

Each regular employee who is a member of this Unit shall receive a one-time, non-pensionable payment of \$1,950.00 minus applicable taxes no later than the third full pay period following Board of Supervisors adoption of the 2016-2021 MOU.

Effective the first full pay period following adoption of the 2016-2021 MOU by the Board of Supervisors, the County will increase base wages for all EDCLEMA represented classifications by 3.85% in exchange for the deletion of management leave cash-out.

##### **A. Probation Law Enforcement Management**

Effective the first full pay period following adoption of the 2016-2021 MOU by the Board of Supervisors, in addition to the salary increase provided in Section 1, above, the County will increase base wages for EDCLEMA represented classes in the Probation Department by 9.2% to maintain current internal ties and percentage wage differences between ranks with benchmark job classifications not represented by this Unit.

For the term of this agreement, the Probation Management classifications in this Unit shall receive base wage increases equal to base wage increases received by the Probation (PR) Bargaining Unit's Deputy Probation Officer Supervisor – Institutions benchmark job classification. These wage increases will take effect the same pay period that they take effect in the PR unit. This provision does not apply to increases received by the PR unit effective the first full pay period in July, 2018, because those increases are already accounted for in the salary provisions above.

##### **B. District Attorney Chief Investigator**

The wage scale for the District Attorney Chief Investigator classification will match the wage scale for the Sheriff's Captain classification.

### C. Sheriff Law Enforcement Management

The salaries for the classifications of Captain and Lieutenant shall be set in accordance with Proposition A - El Dorado County Charter Provision 504, as amended, for each calendar year under the following method:

1. Base hourly rate survey of the comparable class position for Captain and Lieutenant shall be conducted in December of each calendar year to determine the average base hourly rate of the comparable agencies, as defined in Charter Provision 504. The County used Deputy Sheriff II as the benchmark for all 504 adjustments effective January 1, 2018.
2. The results of the base hourly rate surveys will be shared with the Association after the Board of Supervisors' review but prior to the Board of Supervisors' vote on any base hourly rate adjustments.
3. If January 1 falls in the first week of a biweekly payroll period, the salaries for the calendar year just beginning shall be effective the first day of that payroll period.

If January 1 falls in the second week of a biweekly payroll period, the new salaries shall begin at the start of the payroll period which follows the one in which January 1 is contained.

As needed for implementation of Section 1.C.3., base hourly rate increases shall be retroactively paid to the first day of the applicable pay period.

### **Section 2. Full-Time, Part-time, Extra Help**

I. FULL-TIME EMPLOYEES - A full-time employee shall receive the full amount of salary based upon the step in the range for the classification to which the employee is assigned by his/her appointment, if the total hours in pay status for the biweekly pay period as shown equals or is greater than eighty (80) hours. A full-time employee who is not in pay status for eighty (80) hours for a particular biweekly pay period as shown in the Payroll Time Report shall be entitled only to the total hours in pay status as shown by the Payroll Time Report.

2. PART-TIME EMPLOYEES - A part-time employee shall receive that portion of the salary based upon the step in the range for his/her classification to which the employee is assigned and the number of hours in pay status in the pay period. Part-time employees shall earn vacation with pay and accrue sick leave and holiday pay on a prorated basis based



upon the number of hours in pay status in the pay period. In other respects, provisions of this MOU applicable to full-time employees, such as management leave, cafeteria plan and health and dental benefits shall apply to part-time employees on a pro-rated basis unless specifically defined otherwise herein.

3. **EXTRA HELP EMPLOYEES** - The Chief Administrative Officer (CAO) may authorize the temporary employment of a person as extra help upon a determination that sufficient funds are budgeted within the department concerned. Unless otherwise specified, Extra Help employees shall only be paid the flat rate salary step for their classification or the first step hourly rate in the salary range listed for the classification to which he/she is appointed, unless specifically authorized by the CAO and Director of Human Resources or designee. Extra Help employees shall not be entitled to accrue sick leave, vacation, management leave, or be paid for absence for temporary military duty, or holiday pay, and shall not be eligible to participate in the retirement system, cafeteria plan and health and dental benefits plans, unless specified by law. Extra Help employees cannot achieve Civil Service Status regardless of the number of hours worked or services performed.

### **Section 3. Salary Step Assignments**

1. **INITIAL STEP PLACEMENT** - Except as specified below, the entrance salary for a new employee entering County service shall be the first step of the salary range for the class to which the employee is appointed. In exceptional cases after reasonable effort has been made to obtain employees for a particular class, employment of individuals who possess special qualifications higher than the minimum qualification prescribed for the particular class may be authorized at a higher step upon recommendation of the appointing authority.

2. **ADVANCED STEP HIRING OF NEW EMPLOYEES** - An appointing authority may hire a new employee (does not include promotions or transfers) at up to the third step of the salary range of the employee's classification.

The appointing authority shall only hire at an advanced step if the candidate possesses exceptional skills or qualifications that would be highly beneficial to the County or department, or if due to the difficult nature of the recruitment, few qualified candidates were available and it is necessary to hire at an advanced step in order to obtain a person to fill the vacancy. The appointing authority shall file a written justification for any advance step hiring with the Department of Human Resources.

3. **SALARY UPON REEMPLOYMENT** - A full-time or part-time employee who resigns in good standing and is reappointed in the same or closely related class within the same classification series within two (2) years of resignation, shall be eligible, with the approval of the appointing authority, to be reappointed at any step up to and including the step received prior to resignation. If the appointing authority wishes to rehire the employee at a step which exceeds the step paid at the time of resignation, approval shall be required consistent with the Early Salary Range Step Advancement Policy. For purposes of vacation accrual, such an employee shall receive credit for the amount of prior service in effect at the time of

resignation and shall be restored to the place on the vacation accrual table in effect at the time of resignation.

A full-time or part-time employee who resigns in good standing and is reemployed by the County within two (2) years of resignation in a classification in a different class series or a higher class from which the employee resigned shall, for purposes of vacation accrual, receive credit for the amount of prior service in effect at the time of resignation and shall be restored to the place on the vacation accrual table in effect at the time of resignation. An employee that is reemployed after the effective date of this MOU will not be eligible for County contribution to retiree health insurance.

4. APPOINTMENT OF EXTRA HELP TO AN ALLOCATED POSITION – An Extra Help employee who is appointed to a full-time or part-time position in the same class in which the employee was Extra Help shall receive the same step of the range the employee received in Extra Help capacity. Time as an Extra Help employee shall not count toward eligibility for salary step increases.

5. SALARY STEP PLAN - Eligibility for salary step movement shall be based upon time in classification and based upon merit, at the sole discretion of the appointing authority and with no right to appeal.

A. Salary Step Movement

1. After initial appointment into an allocated classification and completion of thirteen (13) biweekly pay periods of satisfactory service at Step 1 of the salary range, and upon recommendation of the appointing authority, the employee shall be advanced to Step 2. If an employee is appointed above Step 1, the employee's first step increase shall occur after completion of twenty six (26) full pay periods of satisfactory service.
2. Except as provided in Article 9, Section 6, or otherwise in this MOU, after completion of twenty six (26) biweekly pay periods of service at each of the salary steps 2 and above, if the employee has completed probation, the employee shall be automatically advanced to the next higher step in the salary range. However, the employee will not automatically advance to the next step of the applicable wage range if the employee's appointing authority or designee submits the required paperwork denying the step increase at least one full pay period prior to the employee's salary review date.
3. All increases shall be effective on the first day of the biweekly pay period following completion of the required period of service.

B. Early Step Advancement

1. An appointing authority may advance employees from the second step to the third step of the salary range of the employee's classification after the employee has completed at least six (6) months of service in the prior step of the salary

range of that classification, if the appointing authority has made the following determinations in writing to the Department of Human Resources:

- a) That the employee's performance and abilities are outstanding, as documented in an attached performance evaluation;
- b) That they are functioning as fully qualified and advanced level employees;
- c) That the amount of the additional salary and benefit cost are available in the department's budget for the balance of the fiscal year (department's calculations to accompany the estimate);
- d) That should the County's financial condition require reductions in departmental appropriations during the fiscal year, the department agrees to identify departmental savings that will offset the added cost of the early step advancement.

2. Fourth and Fifth Steps – An appointing authority may recommend to the CAO or his/her designee that an employee be advanced from the third step of the salary range to the fourth step or from the fourth step of the salary range to the fifth step of the salary range after the employee has completed at least six (6) months of service at that step. The appointing authority must submit justification to the CAO that clearly demonstrates that the employee's skills, knowledge, and ability, as evidenced by significant achievement of countywide importance and/or their continuing outstanding performance, is such that it places them clearly above the level of their fellow employees. The request should include the same salary and benefit cost estimation and financial condition disclaimer as provided in subsections above.

3. Procedure - All merit salary step advancements must be initiated by the appointing authority on the form or manner prescribed by the Department of Human Resources and accompanied by an employee evaluation filed with the Director of Human Resources or designee prior to the proposed effective date of the merit salary step advancement. Salary step advancements shall be effective on the first day of the biweekly pay period following completion of the required period of service. The Director of Human Resources or designee shall notify the County Auditor of every approved merit salary step advancement.

C. Anniversary Date - Changes in an employee's salary because of promotion or upward reclassification will set a new anniversary date for that employee. The salary anniversary date for an employee shall not be affected by a transfer or downward reclassification. Changes in salary ranges for a classification will not set a new salary anniversary date for employees.

#### **Section 4. Salary Step on Promotion**

1. **Salary on Promotion** - An employee who is appointed to a position in a class allocated to a salary range for which the top step is higher than the top step of the class that the employee formerly occupied, shall receive the nearest step within the new salary range which shall not be less than five percent (5%) more than his/her former salary step provided, however, that in no case shall the increased salary be more than the top step in the new range. The effective date of a promotion shall be the first day of the first full pay period following the appointment.
2. **Advanced Salary Upon Promotion** - Upon promotion of an employee from a position for which the County pays the full contribution or a portion of the employee contribution to CalPERS to a position for which the employee pays the employee contribution to CalPERS, such employee shall be placed at a salary step in the higher salary range which is closest to and provides an increase in compensation of no less than 5% above the combined former salary step and employee-paid CalPERS contribution. In no case shall the salary step placement exceed the top step of the new range.

Notwithstanding the above, upon promotion of a full-time or part-time employee to a management or confidential position, the appointing authority may recommend to the CAO that the person being promoted shall receive one additional step beyond which the employee is entitled, but which in no way exceeds the top of the range.

#### **Section 5. Salary on Demotion**

1. **Salary upon Voluntary Demotion to Another Position or Class** – An employee who voluntarily demotes to a position of a class having a lower salary range than the class previously occupied by the employee, shall have his/her salary reduced to the salary step within the lower range which is closest to, but not exceeding the salary received before the demotion. The employee's eligibility for salary step advancement shall not change as a result of demotion.
2. **Salary Upon Demotion During Probation** - A full-time or part-time employee who, during the employee's probationary period, is demoted to a class which the employee formerly occupied in good standing during the same period of continuous service, shall have the employee's salary reduced to the salary the employee would have received if the employee had remained in the lower class. The employee's eligibility for salary step advancement shall be determined as if the employee had remained in the lower class throughout the employee's period of service in the higher class.
3. **Salary Upon Involuntary Demotion to a Lower Class** - A full-time or part-time employee, to whom the circumstances described in Section 1. and 2. above do not apply, who is demoted involuntarily to a position of a class which is allocated to a lower salary range than the class from which the employee is demoted, shall have the employee's salary reduced to the salary step in the lower range for the new class which is closest to but not exceeding the salary step received before the demotion, except in cases of involuntary demotion as a result of discipline. In cases of discipline, an employee may be demoted to any step of the salary range in a lower class. The employee's eligibility for salary step advancement shall not change as a result of demotion.

4. Demotion Within a Salary Range - an employee may only be demoted to a lower salary step within a salary range as a disciplinary action in accordance with County rules and regulations. The employee's eligibility for salary step advancement shall be based on the effective date of the demotion in accordance with Section 3.5 above.

#### **Section 6. Salary on Transfer**

1. A full-time or part-time employee may transfer from one allocated position in one class to another allocated position in the same class, or in another closely related class at the same salary range or a class which has a salary range the top step of which is within five percent (5%) of the top step of the range of the previously occupied class. In such case an employee shall be paid at the salary step in the salary range for the new class which is the closest to, but not exceeding the salary step the employee previously received.
2. For purposes of further annual increase within the salary range, his/her anniversary date shall remain the same as it was before the transfer. The effective date of all transfers shall be the first day of the pay period.

#### **Section 7. Changes in Salary Ranges**

Whenever the salary range for a class is revised, each incumbent in a position to which the revised salary range applies shall remain at the step held in the previous range, unless otherwise specifically provided by the Board of Supervisors.

#### **Section 8. Salary Step on Reclassification**

The salary of an incumbent in a position which is reclassified shall be determined as follows:

1. Lateral Reclassification - If the position is reclassified to a class that is allocated to the same salary range as is the class of the position before it was reclassified, the salary step and anniversary date of the employee shall not change.
2. Upward Reclassification - If the position is reclassified to a class which is allocated to a higher salary range than the class of the position before it was reclassified, the salary step of the employee shall be governed by Section 4, Salary Step on Promotion.
3. Downward Reclassification - If the position is reclassified to a class which is allocated to a lower salary range than the class of the position before it was reclassified, the employee shall receive the step, if any, in the new range which is the same as but does not exceed the salary he/she was receiving prior to reclassification and his/her anniversary date shall not change. If the salary step of the employee is greater than the maximum step of the new range, the salary step of the employee shall be designated as a "Y" rate and the salary will be frozen until the top step salary of the new classification equals or exceeds the present salary. At that time, the employee will be placed on the

top step and will become eligible for cost of living increases granted to incumbents of that classification.

## **Section 9. Salary Provisions Upon Restoration**

An employee who has been laid off or voluntarily demoted as a result of layoff and subsequently restored in their former classification within a two (2) year period from the date of his/her layoff or voluntary demotion, shall receive the following considerations and benefits:

1. All sick leave credited to the employee's account when laid off shall be restored, unless the employee received compensation for such sick leave at the time of the layoff.
2. All prior service shall be credited for the purpose of determining sick leave and vacation accrual rates, shift selection, longevity pay increases and time in step.
3. The employee shall be placed on the step of the salary range that was held at the time of the layoff.

## **ARTICLE 5. PAY PERIOD DEFINITION**

The date of payment shall be the first Friday following the close of the biweekly pay period, except that when such following Friday falls on a legal holiday, the date shall be the first Thursday (or first Wednesday if Thursday is also a holiday) following the close of the biweekly pay period.

## **ARTICLE 6. HOLIDAYS**

### **Section 1. Designated Holidays**

The County shall designate specific days as County holidays. Paid holidays shall be authorized for only full-time and part-time employees. The following days shall be the official County holidays:

1. January 1 - New Year's Day
2. January (Third Monday) - Martin Luther King Jr.'s Birthday
3. February (Third Monday) - Washington's Birthday
4. May (Last Monday) - Memorial Day
5. July 4 - Independence Day
6. September (First Monday) - Labor Day
7. November 11 - Veterans Day
8. November - Thanksgiving Day
9. November - Friday after Thanksgiving
10. December 24 - Christmas Eve \* (When Christmas Day falls on a Thursday, the day after Christmas shall be observed as a holiday in lieu of Christmas Eve).

## 11. December 25 - Christmas Day

1. Every day appointed by the President or Governor, upon concurrence by the County Board of Supervisors, for a public fast, Thanksgiving, or holiday shall also be considered as a holiday for purposes herein.
2. Floating Holidays - In Lieu of Lincoln's Birthday and Columbus Day employees shall be entitled to up to sixteen (16) hours of floating holiday time. This time will be credited in pay period 01 of each year. Floating holidays shall be taken at a time agreeable to both the employee and the appointing authority. Part-time employees shall receive this holiday time on a prorated basis.

Lincoln's Birthday and Columbus Day will not be considered holidays for payroll purposes. Floating holiday time must be used by the last day of pay period twenty-six (26) of each year and is not subject to the payoff provisions. Any unused floating holiday time will be lost.

### **Section 2. Day Observed**

If a holiday falls on a Sunday, the following Monday shall be observed as the holiday in lieu thereof. If a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday in lieu thereof. All full-time and part-time employees who are on an irregular work week schedule shall be entitled to the same number of paid holiday hours as those employees on a regular work week schedule. If an employee works a non-standard (rather than Monday through Friday) work schedule, their first day off shall be treated as if it was a Saturday and their second day off as if it was a Sunday.

### **Section 3. Compensation for Holidays**

Full-time and part-time employees shall receive holiday pay for all authorized holidays at their current hourly rate, not to exceed eight (8) hours for any one (1) day, provided they are in a pay status for the full day on both their regularly scheduled work days immediately preceding and following the holiday. Part-time employees shall be entitled to receive holiday pay in proportion to the percentage of full-time hours worked during the biweekly pay period which includes a holiday. The appointing authority may approve holiday pay when an employee has insufficient sick leave accruals as required to maintain paid status for the full day immediately preceding and following the holiday, provided the employee will use at least twelve (12) hours of sick leave or the maximum numbers of hours required in the coordination of SDI during the pay period that includes the holiday.

### **Section 4. Holiday in Lieu Pay**

Employees may each calendar year elect Holiday pay in lieu of having the official County holidays as designated days off. Employees must make their election by December 15 for each calendar year.

## **Section 5. Limitations**

The following provisions as to administration of holidays shall apply to all full-time and part-time employees:

1. A new employee whose first working day is the day after a paid holiday shall not be paid for that holiday.
2. An employee who is terminating his/her employment and whose last day as a paid employee is the day before a holiday, shall not be entitled to holiday pay for that holiday.

## **ARTICLE 7. VACATION**

For purposes of this section, one (1) year shall be equivalent to twenty-six (26) biweekly pay periods of continuous service.

### **Section 1. Accrual Rates and Maximum Accumulation**

Every full-time and part-time employee shall accrue and accumulate vacation leave with pay as follows:

1. Employees with less than four years continuous service shall accrue vacation credit at the rate of .03875 an hour for each full hour in pay status (equal to 3.1 hours for full-time in a full pay period). In no case shall an employee with less than four years continuous service accumulate more than 240 hours vacation leave.
2. Employees beginning their 5<sup>th</sup> year of continuous service shall accrue vacation credit at the rate of .05875 hour for each full hour in pay status (equal to 4.7 hours per full-time in a pay period). In no case shall an employee with more than four years continuous service accumulate more than 320 hours vacation leave.
3. Employees beginning their 12<sup>th</sup> year of continuous service shall accrue vacation credit at the rate of .07750 hour for each full hour in pay status (equal to 6.2 hours per full-time in a pay period). In no case shall an employee with more than eleven years continuous service accumulate more than 320 hours vacation leave.

### **Section 2. Provisions**

Vacation leave shall be accrued from each eligible full-time or part-time employee's date of hire. Employees shall be entitled to use accrued vacation leave upon completion of two (2) full pay periods of continuous service. Upon termination of an employee's employment, for any cause, the employee shall be paid for any unused vacation hours accumulated, up to the maximum amount permitted to be accumulated.

Use of vacation shall be limited to those hours that were accrued as of the prior pay period, and vacation cannot be used in the pay period in which it is earned.



### **Section 3. Vacation Scheduling**

It is the policy of the County that managers take their vacation each year; provided however, that for reasons deemed sufficient by the appointing authority, a manager may take less than the normal vacation accrued that year. All vacations shall be taken at such times during the calendar year as may be approved by the appointing authority.

In the event a member is not permitted to take all of the vacation to which he or she is entitled in a calendar year, the member shall be permitted to accumulate the unused portion to the member's credit, provided that the member shall not have a total vacation credit of more than the maximum allowed herein.

All requests for vacation must be approved by the member's appointing authority or designee; the appointing authority is responsible for ensuring that the manager is eligible for the vacation requested. No person shall be allowed vacation in excess of that actually accrued at the time such vacation is taken. It shall be the responsibility of the appointing authority to require vacation leave is taken in order to avoid forfeiture.

### **Section 4. Donation of Vacation**

A member may donate accumulated vacation time to another employee who has exhausted his or her sick leave and vacation leave due to an extended or catastrophic illness or serious medical condition of the employee, or member of the employee's immediate family (child, spouse, parent, or person for which the employee has been designated as legal guardian). A member may also donate vacation time in the event of the death of an employee. Such donations shall be made on and pursuant to a form prescribed by the County Auditor and shall be in four (4) hour increments. The hours donated will be deducted from the donating employee's accumulated balance and credited to the accumulation vacation account of the employee receiving the donation. If the donation of hours is accepted, the accepting employee shall be responsible for payment of any applicable taxes. County shall withhold any amounts authorized or required by law.

## **ARTICLE 8. SICK LEAVE**

### **Section 1. Accrual**

Employees shall accrue sick leave at the rate of .04625 per hour in pay status, calculated on the basis of actual service (3.7 hours earned per full pay period paid).

### **Section 2. Eligibility**

Employees shall not be entitled to use accrued sick leave with pay until the employee has two (2) full bi-weekly pay periods of continuous service with the County.

1. Employees requesting sick leave to use for the purposes of the care of family members will be approved in accordance with applicable Federal and State law.
2. Use of paid sick leave shall be limited to those hours that were accrued as of the prior pay period, and sick leave cannot be used in the pay period in which it is earned.

### **Section 3. Usage**

Employees are entitled to use accrued sick leave, with the approval of the appointing authority, to a maximum of the time accrued, for the following conditions:

1. The employee's illness, injury, disability, or exposure to contagious disease which incapacitates him/her from performance of duties.
2. The employee's receipt of required medical, dental, chiropractic or optical care or consultation.
3. The employee's care of a member of the immediate family, as defined by law, i.e., Family Medical Leave Act, California Family Rights Act, who is ill or disabled.
4. The employee's preparation for or attendance at the funeral of a member of the immediate family. Immediate family means parent, spouse, registered domestic partner, son, daughter, sibling, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparents or grandchildren by blood or marriage or person for which the employee has been designated legal guardian.

### **Section 4. Exception to Use of Sick Leave**

No County employee shall be entitled to sick leave when absent from duty for any of the following reasons:

1. Disability arising from any sickness or injury purposely self-inflicted or caused by the employee's willful misconduct.
2. Sickness or disability, while on leave of absence with or without pay, other than the employee's regular vacation or regular paid holidays.

### **Section 5. Integration With Other Benefits**

1. Workers' Compensation – An employee of the County who is entitled to receive temporary disability indemnity under the California Labor Code (Workers' Compensation) may elect to take only that portion of the employee's accumulated leave balances as when added to the employee's disability indemnity will total the employee's full pay.
2. State Disability Insurance (SDI) – An employee of the County who is entitled to receive SDI may elect to take only that portion of the employee's accumulated leave balances as when added to his/her SDI will equal one hundred percent (100%) of the

total base salary. It is the employee's responsibility to file for State Disability and make all arrangements with the Auditor's Office for leave integration.

## **Section 6. Administration of Sick Leave**

Each appointing authority is charged with the responsibility of administering sick leave within their department consistent with applicable practices and policies adopted by the County. Employees are required to notify their supervisor as soon as possible of their absence due to illness or injury. A department, depending on its internal record keeping, may require an employee upon returning after an absence due to illness or injury, to fill out a sick leave request form or record of sick leave use.

1. Departments may request information in order to aid in the determination of whether the sick leave use is legitimate. An appointing authority may require a physician's statement or acceptable substitute from an employee who applies for sick leave, or make whatever reasonable investigation into the circumstances that appears warranted before taking action on a sick leave request.
2. Departments may require a prescribed affidavit or medical report form. When an employee is absent for longer than ten (10) consecutive working days, the employee will be required to submit a statement from the employee's physician releasing the employee for normal duty.
3. Sick leave abuse is defined as follows:

If an employee who has taken sick leave is suspected of sick leave abuse, the department may institute an investigation. Based on the results of that investigation, appropriate action will be taken.

The County may request that the employee provide a physician's statement, as authorized by law or acceptable substitute during an absence if the employee receives notice prior to returning and the absence is longer than three days. However, if an employee has a record of excessive sick leave use, or if the employee's leave use is suspect, the County may require a physician's letter or other acceptable substitute before authorizing future sick leave usage. Examples of excessive sick leave usage might include but are not limited to:

- a. Documented abuse, or;
- b. In excess of six (6) individual unapproved uses of sick leave in a twelve (12) month period, or;
- c. More than four (4) uses of sick leave in conjunction with vacation and/or holidays in a twelve (12) month period.

It is important to note that the use of leave identified under paragraphs "b" and or "c" above does not automatically indicate abuse. There may be legitimate reasons why an

employee is using leave under these circumstances. The primary goal of identifying leave use thresholds is to initiate communication between the County and the employee to determine why an employee is using so much leave and determine if the leave is being abused.

Protected leave cannot be tracked for performance evaluation.

4. When an employee has been determined to have used sick leave for illegitimate purposes, the County may recover such funds.
5. Each appointing authority shall maintain complete and current records of sick and vacation time accumulated and taken by each employee.

### **Section 7. Incapacity to Perform Duties**

If the appointing authority has reasonable cause to believe that an employee is not capable of properly performing the duties of the position, the appointing authority may require the employee to absent himself/herself from work until the incapacity is remedied. During such absence the employee may utilize any appropriate accumulated paid leaves.

### **Section 8. Fitness For Duty Examination**

An appointing authority that has reasonable cause to believe that an employee is not capable of properly performing the duties of the position may require an employee to submit to a fitness-for-duty examination.

### **Section 9. Payment For Unused Sick Leave**

In order to receive payment for unused sick leave at the time of lay-off or voluntary separation, an employee must have five (5) or more years of County service.

1. Employees shall be entitled to receive a payoff of their unused sick leave up to a maximum of five hundred four (504) hours. Payment shall be made at the employee's last hourly rate of pay.
2. In the event an employee dies while in active service with the County, their sick leave pay-off will be made in accordance with these provisions.

### **Section 10. Payment for Unused Sick Leave Retirement**

At the time of retirement, a member with five (5) or more years of County service may elect to receive a payoff of their unused sick leave up to a maximum of five hundred four (504) hours.

## **ARTICLE 9. LEAVES**

## **Section 1. Management Leave**

Employees shall receive eighty (80) hours of management leave in pay period 01 of each year.

1. Part-time employees shall receive a prorated share of management leave based upon their ongoing work schedule.
2. Employees hired after July 1 of each year shall receive half the designated entitlement of management leave.

## **Section 2. Jury Duty**

An employee who shall be summoned for attendance to any court for jury duty during his/her normal working hours shall be deemed to be on duty and there shall be no loss in salary, but any jury fees received by him shall be paid forthwith to the Auditor/Controller to be deposited in the General Fund of the County, together with any mileage allowed if he/she shall use County transportation. Employees released from Jury Duty during their normal duty hours shall report back to their departments. Employees scheduled to work the evening or late night shift and who serve four (4) or more hours on jury duty, will not be required to report for duty on the evening or late night shift and shall be deemed to be on duty and there shall be no loss in salary, but any fees received shall be paid forthwith to the Auditor/Controller to be deposited in the General Fund of the County.

## **Section 3. Court Appearances**

1. On Duty Time - An employee who shall be called as a witness arising out of and in the course of the employee's County employment or prior County employment, shall be deemed to be on duty and there shall be no loss of salary, but any witness fees received by him/her shall be paid forthwith to the County Auditor/Controller to be deposited in the General Fund of the County, together with any mileage allowed if he/she shall use County transportation. Employees released from witness duty during their normal duty hours shall report back to their department.
2. Off Duty Time – An employee who shall be called as a witness arising out of and in the course of the employee's County employment during the employee's off duty hours shall be compensated for the time spent, or shall be compensated for a two (2) hour minimum, whichever is greater.
3. Private Litigation - An employee who shall be called as a witness in a private or civil matter unconnected with the course of their employment shall not be compensated by the County, excepting upon the approval of the appointing authority, earned vacation or accumulated compensatory time off may be utilized. It is the employee's responsibility to make arrangements for payment from the involved parties in accordance with the California Code of Civil Procedures for witnesses.

#### **Section 4. Leaves of Absence with Pay**

The appointing authority, with the approval of the CAO, may place an employee on leave of absence with pay (suspended with pay) as defined in Personnel Rule 1408, Leave of Absence with Pay.

#### **Section 5. Workers' Compensation Follow-Up Doctor Visits**

Employees who return to work and are receiving Workers' Compensation benefits and have follow-up doctor appointments related to their Workers' Compensation injury/illness, may use County paid time for these doctor visits. Eligibility for use of County paid time for these doctor visits is limited up to forty-eight (48) hours.

#### **Section 6. Leave of Absence without Pay**

Employees who are granted a leave of absence without pay shall have the option to exhaust any accumulated vacation time or to leave such vacation time in their accumulated account.

Employees requesting a leave of absence due to illness or disability may use any accumulated sick leave prior to the requested beginning date of such leave. Employees on leave of absence without pay due to illness or injury for a period of ten (10) days or more may be required by their appointing authority to present a statement by the employee's physician releasing the employee for normal duty prior to returning to work.

Authorized leave without pay shall not extend an employee's date of eligibility for longevity pay increases and vacation accrual rates. An employee's eligibility for merit salary step increase shall be extended commensurately for each full pay period an employee is on authorized leave without pay except as provided by law.

### **ARTICLE 10. SPECIAL PAYS**

#### **Section 1. POST Certificate/Longevity Pay**

1. A regular full-time or part-time employee shall, for all hours in pay status, be paid longevity pay for continuous service with the County as follows, except as provided in Article 10, Section 1.2 and 1.3 below:

10 years 5.0% of base salary

After 15 years 10.0% of base salary\*

After 20 years 13.0% of base salary\*

After 25 years 15.0% of base salary\*

After 30 years 16.0% of base salary\*

\*Represents total amount of longevity granted; amount shown is not cumulative.

2. In lieu of longevity pay, EDCLEMA members may receive POST certificate pay as follows, except as provided in Article 10, Section 1.3 below:

Intermediate POST certificate 5% of base salary

Advanced POST certificate 10.0% of base salary\*

Supervisory POST certificate 12.0% of base salary\*

Management POST certificate 13.0% of base salary\*

\*Represents total amount of certificate pay granted; amount shown is not cumulative.

3. Except as provided for in Article 15, Section 4.6, Status on Reemployment, employees added to the Unit on or after the day the Board of Supervisors adopts the 2016-2021 MOU will not be eligible for longevity pay.

New members in the Sheriff's Office entering the Unit after November 15, 2011, shall receive the following POST pay, and shall not receive Longevity Pay.

Intermediate POST certification \$3,500\*

Advanced POST certificate \$7,500\*

Supervisory POST certificate \$9,000\*

Management POST certificate \$9,700\*

\*Represents total amount of certificate pay granted; amount shown is not cumulative. Amount shall be paid over 26 pay periods.

Employees who were in the Unit prior to the day the Board of Supervisors adopts the 2016-2021 MOU, and who are otherwise eligible for longevity pay upon completion of the required period of service, but who have not yet achieved the first longevity tier (5.0% at 10 years of service) will receive that longevity tier once they complete the required period of service as provided in Section 1.1. However, these employees will not be eligible for any further longevity pay advancement after 15, 20, 25, and/or 30 years of service.

Employees who were in the Unit prior to the day the Board of Supervisors adopts the 2016-2021 MOU, and who have achieved at least the first longevity tier, shall be allowed advancement in the tiers upon completion of the required period of service through the pay period including December 31, 2021. Effective the first full pay period following December 31, 2021, such employees shall be frozen in the tier they are eligible to receive and shall not be eligible for any further longevity pay advancement thereafter.

## **Section 2. On-Call Assignment**

"On-call" is an assigned duty outside the normal work week assignment during which an employee must remain where the employee can be contacted by telephone or pager and is ready to immediately respond to perform an essential service for the department. An employee who is assigned on-call duty shall be compensated at the rate of \$196.80 per weekly assignment of such duty.

## **Section 3. Uniform Allowance**

SHERIFF'S OFFICE - Employees who are required by the Sheriff to wear a County prescribed uniform, as assigned by the appointing authority, as a regular part of their duties shall receive a uniform allowance of forty-one dollars and sixty-six cents (\$41.66) paid 24 pay periods per year (the first two pay days of each month).

DISTRICT ATTORNEY'S OFFICE/PROBATION DEPARTMENT - In departments other than the Sheriff's Office, employees who are required to wear a County prescribed uniform, as assigned by the appointing authority, as a regular part of their duties shall receive a uniform allowance of ten dollars (\$10) paid 24 pay periods per year (the first two pay days of each month).

## **Section 4. Bilingual Differential**

When an appointing authority designates in writing that an employee must utilize bilingual skill as a required component of the employee's job duties, and necessary in the delivery of County services, the employee will be paid a bilingual differential of one dollar (\$1.00) per hour for all hours in paid status. The bilingual differential shall be paid for bilingual proficiency in Spanish, Sign Language, or any language determined by the appointing authority in writing as necessary to provide primary services to the public. In order to be eligible to receive such differential, an employee must demonstrate language proficiency acceptable to the appointing authority. The County shall adopt a language proficiency testing process to determine employees' qualifications to serve as bilingual skill providers. The Human Resources Department shall use a verbal and/or written testing process, depending upon the level of bilingual skill required of the employee, to validate the employee's skills. The County shall utilize existing bilingual skilled employees to assess employees' bilingual capabilities when possible. Written authorizations to receive a bilingual differential shall be reviewed and renewed annually by the appointing authority. This differential shall only apply when an eligible employee is in paid status for a majority of their assigned hours in a pay period.

## **Section 5. Tahoe Employment Differential**

Employees whose primary work location is in the Tahoe Basin shall receive a total of ninety-two dollars and thirty cents (\$92.30) bi-weekly, part-time employees shall receive a bi-weekly



total of forty-six dollars and fifteen cents (\$46.15). This differential shall only apply when an eligible employee is in paid status for a majority of their assigned hours in a pay period.

## **Section 6. Mileage Reimbursement**

Any and all mileage reimbursement shall be in compliance with Board of Supervisor Policy D-1.

## **Section 7. Education Incentive**

For eligible employees in the classification of Sheriff's Captain, Sheriff's Lieutenant, and Chief Investigator (D.A.) to receive education incentives for a Bachelor of Arts (BA), Bachelor of Science degree (BS), Master of Arts (MA) or Master of Science (MS), the degree must be from an accredited institution. An accredited institution means an institution that has received accreditation from one of the following regional accrediting bodies: Western Association of Schools and Colleges, North Central Association of Colleges and Schools, Northwest Commission of Colleges and Universities, Middle States Commission on Higher Education, Southern Association of Schools and Colleges, and New England Association of Schools and Colleges. Education incentives including certification programs must be approved by the appointing authority in writing and submitted to the Department of Human Resources for verification.

- 2.5% of base salary for the FBI National Academy Certification
- 5% of base salary for Command College Certification
- 5% of base salary for a BA/BS from an accredited institution
- 5% of base salary for a MA/MS from an accredited institution

The education incentive is cumulative but the maximum educational incentive an eligible employee may receive is 10%.

Any and all submittals for additional pay in regard to this section are subject to periodic review for validation of accreditation of institution and any employee may be subject to full repayment of any funds received and/or subject to discipline if the degree the employee submitted is found to be invalid as defined above.

## **Section 8. Acting Pay Assignments**

1. When an employee is assigned to work in a higher classification for which the compensation is greater than the classification to which the employee is regularly assigned, and the employee works in such assignment for more than fifteen (15) work days, the employee shall receive compensation for such work retroactive to the first day of the assignment at the rate of pay established for the higher classification. Once an initial assignment terminates and the employee is working in the same acting assignment regardless of work area assignment, the fifteen (15) working days will be waived for any additional acting assignment that occurs within a twelve (12) month period or up to eighteen (18) months at the discretion of the appointing authority, and will receive acting

pay effective the first day. An employee is eligible for acting pay under the following conditions:

The employee is assigned to a program, service or activity established by the Board of Supervisors which is reflected in an authorized position which has been classified and assigned to the Salary Schedule and listed in the County's Authorized Personnel Allocation and such authorized position has become vacant due to the temporary or permanent absence of the position's incumbent. A copy of the appointing authority's written approval of this assignment must be submitted to the Director of Human Resources or designee at the start of the assignment.

The nature of the departmental assignment is such that the employee in the lower classification becomes fully responsible for the duties of the position of the higher classification.

2. Notwithstanding (1) above, in an exceptional circumstance when a vacancy does not exist but an employee has been assigned to perform duties which exceed the scope of that employee's classification, and when determined and justified by the CAO, in his/her sole discretion, an employee will be entitled to pay for a higher classification, which shall not be less than five percent (5%) of the employee's base salary.
3. Employees selected for the assignment will meet the minimum qualifications for the higher classification. If the employee does not, the appointing authority, prior to assigning the employee to the acting position, must provide justification for such selection to Human Resources for approval.
4. Pay for work in a higher classification shall not be utilized as a substitute for regular promotional procedures provided in this MOU.
5. Higher pay assignments shall not exceed six (6) months except through reauthorization by the Human Resources Director or designee.
6. If approval is granted for pay for work in a higher classification and the assignment is terminated and later re-approved for the same employee within thirty (30) days, no additional waiting period will be required.
7. Shift differentials, and/or work location differentials will be paid on the basis of the rate of pay for the higher class.

Employees who are members of the Association and are given an acting pay assignment in a classification in another bargaining unit will continue to have all pay and benefits determined by this agreement.

## **Section 9. Deferred Compensation**

1. DEFERRED COMPENSATION MATCHING CONTRIBUTION - The County will make a dollar for dollar matching contribution to deferred compensation (457 Plan) accounts on

behalf of participating members in the amount not to exceed four hundred dollars (\$400) of the annual contribution by the member during the prior calendar year.

2. DEFERRED COMPENSATION CONTRIBUTION - The County will provide two and one-half percent (2.5%) of base salary in each pay period to deferred compensation for eligible managers. Eligible managers are those employees who have ten (10) or more years of County service.
3. CONTRIBUTIONS AT SEPARATION - A person who separates from employment with the County prior to the County making its contribution in January of each year shall receive a commensurate contribution to the manager's deferred compensation account based upon contributions made up to the date of separation and in accordance with the provisions set forth in this section.

#### **Section 10. Deputy Chief Probation Officer – Institutions Differential**

1. During the term of this Memorandum of Understanding, the Deputy Chief Probation Officer assigned to manage both the Placerville Juvenile Hall and the Juvenile Treatment Center in South Lake Tahoe shall receive a five percent (5%) differential of the employee's base hourly rate of pay.
2. When such assignment is terminated at the discretion of the appointing authority and the employee is no longer eligible for the Deputy Chief Probation Officer – Institutions Differential, such loss of pay shall not be considered a "punitive action" under the Public Safety Officers procedural Bill of Rights Act (Government Code section 3300 et. seq.) and is not subject to appeal or grievance.

### **ARTICLE 11. RETIREMENT**

#### **Section 1. CalPERS Retirement Formulas**

Determination of each employee's pension formula will be administered as required by CalPERS.

Safety Tier 1 - Retirement benefits for Classic members entering membership for the first time in the safety classification, prior to October 5, 2012, shall be calculated using the retirement formula of 3% @ 50 with Single-Highest Year Final Compensation.

Safety Tier 2 - Retirement benefits for Classic members entering membership for the first time in the safety classification, on or after October 5, 2012, shall be calculated using the retirement formula of 2% @ 50 with Average of Three-Year Final Compensation.

Safety Tier 3 - Effective January 1, 2013, New members shall have retirement benefits calculated using the retirement formula of 2.7% at 57, with Average of Three-Year Final Compensation.

## **Section 2. CalPERS Contribution**

Calculation of the employee contribution toward normal cost will be administered as required by CalPERS.

Safety Tier 1 and 2 members pay the nine percent (9%) employee portion of the CalPERS contribution.

Safety Tier 3 members will pay fifty percent (50%) of the normal cost of their pension.

The County agrees to continue the provisions contained in Section 414(h) (2) of the Internal Revenue Code concerning the tax treatment of employee retirement contributions to CalPERS.

## **Section 3. Employer Paid Member Contribution (EPMC)**

The County shall provide covered employees in the Probation Department with EPMC reporting credit as soon as it is provided to any other employee group within the County.

## **Section 4. Survivors Benefits**

The County will provide members Level IV tier of the 1959 Survivors Benefits. Each employee shall contribute ninety-three cents (\$.93) per pay period plus any additional employee contribution required by CalPERS regulations.

# **ARTICLE 12. INSURANCE**

## **Section 1. Medical, Dental & Vision Plan**

A. A mutual goal of the County and the union is to limit and manage the impacts of health plan costs on both County employees and the County's Budget.

1. The County and the union agree to continue, during the terms of the MOU, to meet and work on long term options for payment of health care costs. For the term of this MOU, the parties agree to implement a standardized cost sharing for health insurance contribution rates, with the County paying sixty-five percent (65%) of the premium for full-time employees and the employee paying thirty-five (35%) of the premium. Annually, in the event of a rate increase, the rate increase shall be allocated based on the current contribution rate of sixty-five percent (65%) County and thirty-five percent (35%) employee paid.
2. Health care of coverage is on a calendar year (January 1 – December 31). Rates for the ensuing calendar year for the union shall be effective upon approval of the

Board of Supervisors, but no earlier than the pay period containing December 1. Premiums for health insurance plans will be unblended.

Effective the pay period containing December 1, the contributions shall be as per the health plan published rates.

3. For part-time employees, hired on or after September 7, 1991, the County will contribute a prorated share of the costs commensurate with the proration specified in Article 12, Section 2.F. The sum of the County and employee contribution shall constitute full payment, excluding deductibles, co-payments and other fees and charged as specified in the Plan.
4. For purposes of this Article, a full time employee is defined as an employee in an allocated position whose regular work schedule on an ongoing basis is eighty (80) hours of work in each pay period; a part-time employee is defined as an employee who is in an allocated position and whose regular work schedule on an ongoing basis is less than eighty (80) hours of work in a pay period.
5. In order to be eligible for County Contribution, other than required by law, a full-time employee must be in pay status, i.e., where the employee is receiving is pay from work hours, compensatory time off, vacation or sick leave in accordance with Section 1.A(4), above. An employee who is receiving Worker's Compensation, temporary disability shall be eligible for continuation of the County's Contribution until such time as eligibility for Worker's Compensation, temporary disability ceases.
6. An employee who ceases to be eligible for County Contributions must pay directly to the Risk Management Division of Human Resources the full amount of employee and County Contribution in order to retain benefit coverage under the County-sponsored Health/Dental benefit plan.
7. The County will not contribute toward the cost of any plan other than those specifically sponsored by the County.

B. Health Plan Benefits are described in the Specific Plan Document.

C. Enrollment

1. Employees may enroll themselves and their eligible dependents in accordance with the provisions of the Plan. Employees may opt not to be covered by a County sponsored medical/dental plan as allowed by law. In such case, neither the County nor the employee shall be required to make the contributions specified in

this Article as allowed by law.

2. Open Enrollment periods will occur once every calendar year in October. During an Open Enrollment Period, eligible employees may enroll themselves and eligible dependents in the County sponsored health plan of their choice.

#### D. Terms and Conditions

1. County sponsored medical plan coverage starts the first day of the month following date of hire and ends the last day of the month of termination of employment. Health Plan coverage shall be in accordance with the provisions of the Plan. Employees who retire or who separate from County service may, at their own expense, continue to be enrolled in the County sponsored plan in accordance with provisions of the plan or as provided by law.
2. The parties agree that the County Medical/Dental/Vision Plan is a Defined Benefit Plan, and that the County is required to provide the specified benefits during the term of this MOU regardless of the level of contribution by the County and its employees.

#### E. Patient Protection and Affordable Care Act

The parties acknowledge that the Federal Patient Protection and Affordable Care Act ("PPACA"), its current and future related regulations and California law developed in response to the PPACA may create new requirements for the County and employees during the term of this Agreement.

### **Section 2. Optional Benefit Plan**

The County shall provide each eligible full-time employee a contribution of six thousand two hundred forty dollars (\$6,240) per fiscal year, prorated over twenty-four (24) benefit pay periods, toward the purchase of benefits included within the Optional Benefit Plan. Each prorated contribution shall not be deemed earned until the pay period in which it is paid. Effective the first full pay period of the 2019 health plan year, the OBP will only be available as a cash payment, which is taxable income, that employees may use at their discretion to offset the cost of optional benefits. Optional benefits are specifically defined in the Optional Benefit Plan. Provisions generally include the following:

- A. El Dorado County Health Care Account – Eligible employees may elect to receive medical and dental benefits under the County Optional Benefits Plan.
- B. Supplemental Life Insurance – Eligible employees may elect to purchase additional life insurance subject to the provision of the Optional Benefits Plan and respective life insurance plans.
- C. Dependent Care – Eligible employees may elect to set up an account for reimbursing dependent care expenses subject to the provisions of the Optional Benefit Plan.

- D. Un-reimbursed Health Care – Eligible employees may elect to establish an account for reimbursing uninsured health care expenses subject to the provisions of the Plan.
- E. Cash – an employee eligible under this section, who has elected to receive the employee's optional benefit or portion thereof in cash, may receive cash, which is taxable income, subject to the provision of the Plan.
- F. Part-time Employee – a part-time employee, who on December 31, 1989, was provided with the full Optional Plan benefit as a full-time employee, shall continue to be eligible for the full Optional Benefit Plan benefit.
  - 1. An employee who is hired on or after January 1, 1990, and whose regular work schedule as documented on the Payroll Personnel Form is between 64-79 hour per pay period, will be entitled to the same Optional Plan benefit for a full-time employee.
  - 2. A part-time employee who is hired on or after January 1, 1990, and whose regular work schedule as documented on the Payroll Personnel form is between 40-63 hours per pay period, will be entitled to receive seventy-five percent (75%) of the Optional Plan benefit for a full-time employee.
  - 3. A part-time employee who is hired on or after January 1, 1990, and whose regular work schedule as documented on the Payroll Personnel form is between 34-39 hours per pay period, will be entitled to receive fifty percent (50%) of the Optional Plan benefit for a full-time employee.
  - 4. A part-time employee who is hired on or after January 1, 1990, and whose regular work schedule is less than 34 hours per pay period shall not be eligible for participation in the Optional Benefit Plan.
  - 5. A part-time employee may work additional or fewer hours than the employee's "ongoing" work schedule without change to the level of entitlement based upon the number of hours initially set forth on the Payroll Personnel Form prorated contribution.

The prorated entitlement level may only be changed by amending the Payroll Personnel Form which documents a change to the ongoing work schedule.

### **Section 3. Employee Assistance Plan**

The County agrees to maintain the Employee Assistance Program for County managers.

### **Section 4. Retiree Health Insurance**

- A. Subject to the provisions of the Retiree Health Benefits Contribution Plan Document, an employee who retires from County service who has attained a cumulative total

completed years of service (excluding extra help service and provisional) with El Dorado County as specified below, shall be entitled to the percentage monthly contribution of the "employee only" medical coverage rate (strictly health and not to include dental or vision) toward a County-Sponsored Health Plan as follows:

Level 3	20 years plus 67%
Level 2	15 – 19 years 50%
Level 1	12 – 14 years 33%

1. Part-time employees shall be treated in accordance with the Retiree Health Benefits Contribution Plan Document.

(a) Miscellaneous Provisions.

2. An employee who retires may substitute up to fifty percent (50%) of the required County service required above with prior public service time with any county or city in the State of California.
  3. County contributions for all bargaining units under this program shall not exceed one and two-tenths percent (1.2%) of total County payroll costs during any given fiscal year pursuant to the provisions of the Retiree Health Benefits Contribution Plan Document. Retiree health contribution rates will be recalculated annually on a calendar year basis effective January 1 of each calendar year.
- B. Pursuant to the Letter of Agreement dated September 1, 2015, County contribution toward retiree health was discontinued for bargaining unit members hired on or after May 19, 2009; however, members hired into an allocated position (excluding extra help and provisional) on or after May 19, 2009, may continue to participate, at their own cost, in the County-sponsored retiree health plan options provided they meet the criteria specified in the plan.
- C. In the event the County creates or allows participation in a new retiree health insurance plan for any other recognized bargaining unit, the parties agree to meet and confer on participation of Association employees hired on or after May 19, 2009.

### **Section 5. Life Insurance**

The County shall provide a group term life insurance plan in the amount of forty thousand dollars (\$40,000.00) for each manager whose ongoing regular work schedule as designated on the Payroll Personnel Form is at least sixty (60) hours of work per pay period. Accidental Death & Dismemberment coverage is included in this Plan.

### **Section 6. State Disability**



1. All members entitled to Labor Code Section 4850 and including presumptive illnesses shall be exempt from participation in the California State Disability Insurance Program.
2. All other members shall participate in the California State Disability Insurance Program.

## **ARTICLE 13. HOURS, OVERTIME & WORK SCHEDULES**

### **Section 1. Work Schedule**

The appointing authority shall fix the hours of work with due regard for the convenience of the public and the laws of the State and the County. The appointing authority shall assign employees to a regular work schedule and may change that schedule at the appointing authority's discretion.

The appointing authority shall give reasonable advance notice of any change in work schedule. An alternate work schedule which differs from the standard work schedule of the department may, at the sole discretion of the appointing authority, be approved provided that service to the public is not adversely affected.

### **Section 2. Time Off for Illness, Injury & Medical Appointments**

Time off for illness, injury, and medical appointments or other authorized use of sick leave in excess of four (4) hours will be charged to sick leave, if available.

### **Section 3. Non-Medical Absences**

Whole days off for absences other than sick leave will be charged to vacation or management leave, if available. With the approval of the appointing authority, absences of less than one-half work-day will not be deducted from an employee's weekly salary or accrued leave banks. Employees shall work the necessary hours to perform their duties and responsibilities and shall not be entitled to receive overtime compensation.

## **ARTICLE 14. PROBATION**

### **Section 1. Duration**

Members hired into the Unit shall serve an initial probationary period of twenty-six (26) pay periods. Members promoted into or within the Unit shall serve a probationary period of thirteen (13) pay periods.

1. Probationary periods shall be extended commensurately by each day a member is on authorized leave for more than ten (10) consecutive workdays.
2. A member who is not rejected prior to completion of the prescribed probationary period, unless extended per provision herein shall acquire permanent status automatically.

Nothing herein is intended to prevent the County from extending a probationary period one (1) time for a period not to exceed six (6) months to ensure that an employee has demonstrated all of the necessary skills and traits to successfully pass probation for the job classification.

### **Section 2. Expectations**

At the beginning of all probationary periods, the member will receive a written statement of expectations. The department shall retain a copy signed by the member and the manager will be provided a copy.

### **Section 3. Extensions**

The County may extended the probationary period when a member fails to meet expectations and the County believes the manager can meet the expectations if given more time, provided that the extension is initiated prior to completion of the probationary period.

### **Section 4. Right of Return**

A member shall have the right of return to the position which the employee previously occupied when the member fails to satisfactorily complete the probationary period after being promoted.

## **ARTICLE 15. LAYOFF & DEMOTION PROCEDURES UPON REDUCTION IN FORCE**

The following Reduction in Force policy is hereby included as a part of this MOU. Such inclusion, however, shall not provide avenues of appeal beyond those contained in this Article.

### **Section 1. Policy**

When necessary, and directed by the Board of Supervisors, a reduction in the County's work force may be initiated by (1) lack of work, (2) lack of funds, (3) program or organizational changes resulting in a surplus of employees, or (4) elimination of a specific program or service. Insofar as possible, a reduction in force shall be accomplished by attrition. When it is determined by the Board of Supervisors that attrition will not provide relief for the condition warranting a reduction in the number of County employees, the Board may direct (1) a temporary layoff or up to ten (10) working days of specific employees or classifications without invoking the provisions of this policy, or (2) a specific layoff by category, classification, number of employees and department(s) pursuant to this policy.

### **Section 2. Procedure for Permanent Layoffs**

Reduction in Force occurs when the Board of Supervisors by Resolution amends the Authorized Personnel Allocation Resolution and/or adopts a Proposed or Final Budget that deletes specific positions by classification from a department.

1. The Human Resources Department, with the assistance of the affected department, determines the individuals to be laid off for the initial classification in which a layoff is to occur and for succeeding lower level if displacement by bumping (demoting in lieu of layoff) is anticipated in accordance with this Article according to retention points. A list of the classifications deleted along with the names and total retention points of employees in those classes shall be posted in the affected department and a copy mailed to the Association's current address. It is the appointing authority's responsibility to ensure posting.
2. Layoffs are made within the department involved and are not County-wide.
3. Written notice of layoff shall be served on affected employees in person or by certified letter mailed to the last address on file with the Human Resources Department. Notice will be served or mailed no later than thirty (30) calendar days prior to the effective date of separation. The thirty (30) calendar days shall include the effective date and the date served. Notice shall be deemed served upon the postmarking and logging of the certified letter by the County's mail room or upon personal serving of the notice to the individual.
4. The written layoff notice shall include the effective date of the separation (layoff), the reasons for the layoff, displacement (bumping) rights, if any, rehire or re-promotion rights and the appeal rights. Such notice shall also set a specific deadline of not less than five (5) working days for when the affected employee must notify the Human Resources Department that they will be exercising their displacement rights.

### **Section 3. Order of Layoff**

1. Layoffs will be determined based on an inverse order of retention points computed as per provisions listed below by the classification within the individual department. In cases when two or more employees are tied with the same number of retention points, the appointing authority shall make the determination of which employee shall be retained. Any required reduction in the number of employees shall be in the following order within the same classification:
  - a) Extra-help
  - b) Probationary employees serving an initial probationary period
  - c) Regular permanent full-time and part-time employees.
2. A full time employee shall receive one-half ( $\frac{1}{2}$ ) point for each full month of continuous service as a regular County employee in his/her classification and higher classifications, including probationary time but excluding time as extra-help, or contract employment. Part-time employees shall receive a proportional amount of longevity points. Less than a full month of service shall be prorated. It does not include service prior to employment, interruptions caused by resignation, dismissal, or transfer to extra-help status. It does include periods covered by authorized leaves of absences and such service accrued before a previous layoff.

## **Section 4. Layoff Privileges**

The following are the options open to affected individuals in each layoff instance:

### **1. Displacing in a Lower Class**

An employee affected by layoff may, at his/her discretion, in lieu of layoff, displace an employee in a class previously held by the employee. Retention point computation for displacement purposes are made as determined for the original layoff. This is considered a voluntary demotion.

### **2. Layoff Eligible List**

Reemployment and re-promotion shall be in inverse order of layoff. Names of employees with permanent status who have been laid off will be placed on an appropriate layoff reinstatement list for their classification and department in order of Retention Points for a period of two (2) years.

Re-promotion lists shall be in effect for three (3) years. This list shall be maintained in the Human Resources Department. Three refusals to accept reemployment from a departmental layoff list (or re-promotion list) will remove the eligible individual's name from that list unless the offer of re-employment is in excess of twenty-five (25) miles from the geographical location of the position from which the employee was laid off.

A person notified of an offer of reemployment must respond within ten (10) working days from the mailing date. Offers of reemployment shall be sent by first class mail to the last address on file in the Human Resources Department. It is the employee's responsibility to ensure that a current address is provided to the Human Resources Department.

### **3. Transfer and Demotion**

Employees to be laid off may be permitted to transfer or demote at the discretion of the appropriate appointing authority(s) prior to the layoff effective date. Transfer or demotion may be made to any funded vacant position where the duties of which, in the judgment of the appointing authority and Director of Human Resources or designee, they are capable of performing. However, transfer will not be permitted to a position in another County department if a departmental layoff list exists for that class. When an employee transfers or demotes in accord with provisions of this Article and is required by the appointing authority to complete a new probationary period, which results in his rejection during probation, he/she shall not be required to forfeit his status on any layoff list.

### **4. Separation from County Service**

Employees who are to be laid off have the option of leaving County service rather than displacing in a lower class, transferring, or demoting. In the event an employee is laid off for

an indefinite period, he/she may, upon request, receive payment for those benefits normally given to terminated employees.

#### 5. Employment Interviews

Appointing authorities that are referred the names of individuals designated for layoff and who have requested transfers shall personally ensure that such persons are provided an employment interview.

#### 6. Status on Reemployment

An employee who has been laid off or voluntarily reduced under the provisions of this Article and subsequently reemployed in their former classification within a two (2) year period from the date of his/her layoff or voluntary reduction shall receive the following considerations and benefits:

- a) All sick leave credited to the employee's account when laid off shall be restored, unless the employee received compensation for such sick leave at the time of the layoff.
- b) All Retention Points held upon layoff shall be restored.
- c) All prior service shall be credited for the purpose of determining sick leave and vacation earning rates, longevity pay increases, and time in step.
- d) The employee shall be placed on the step of the salary range that was held at the time of the layoff.

#### 7. Meet and Confer

Prior to the actual layoffs, the County's representatives and the Association shall, at the request of the Association, meet and confer over the practical effects of the proposed layoffs.

### **Section 5. Deviation from Retention Points**

The Board of Supervisors may approve deviations from the order of layoff by retention points or demotions in lieu of layoff (bumping) when seniority alone would result in retaining employees unable to maintain a satisfactory level of performance in the department affected. In such cases, the appointing authority shall fully justify and document the reasons therefore. The affected employees shall be provided a written notice of the department's request, reasons therefore and the date the Board of Supervisors shall consider the department's request.

### **Section 6. Appeal From Layoff**

Permanent employees shall have the right to appeal solely on the issue of whether or not there was compliance with the procedures prescribed in this Article.

1. Appeals shall be filed with the Director of Human Resources or designee within five (5) working days from the date of service of the notice of layoff and shall state the employee's reasons for the appeal.
2. The Director of Human Resources or designee shall, within three (3) working days of receipt of the appeal, determine which employees, if any, will be adversely affected if the appeal is successful, notify all employees potentially adversely affected by the appeal and send notice to EDCLEMA.
3. A tripartite Layoff Arbitration Panel shall be appointed to hear all appeals. The panel shall consist of a representative designated by the Director of Human Resources or designee, a representative of EDCLEMA and a neutral panel member chosen by mutual agreement between the County and EDCLEMA.
4. The Layoff Arbitration Panel shall convene the hearing within fifteen (15) working days of the initial appeal. All potentially affected employees will be notified of the date, time and place of the hearing not less than two (2) working days in advance of the hearing.
5. The hearing shall be conducted in accordance with the standard administrative hearing procedures used by the Civil Service Commission.
6. The Layoff Arbitration Panel shall issue their written decision within two (2) working days. The panel decision shall be final and binding.

## **ARTICLE 16. DISCIPLINARY APPEALS**

### **Section 1. Right of Appeal**

An employee in this Unit, having obtained permanent status in the County's Civil Service System, shall have the right to appeal a termination, demotion in class or salary step, or suspension without pay. Such appeal shall be in accordance with the provisions of County Personnel Rule 1208, Employee Appeals from Notice of Decision.

### **Section 2. Government Code Section 3300 et seq:**

1. As regards alleged "punitive actions" in the nature of terminations, demotions in class or salary step and suspensions without pay only, the right of appeal of such discipline to the Civil Service Commission as provided for in the foregoing section is agreed to constitute the "administrative appeal" required by Government Code Section 3300 et. seq. for members who are entitled to the protections provided for by the Peace Officer's Procedural Bill of Rights. As regards any other alleged "punitive actions" for which there exists a right of "administrative appeal" pursuant to Government Code Section 3300 et. seq. the following "administrative appeal" is provided:

Within five (5) working days from the effective date of such punitive action the member must submit in writing a Notice of Appeal to the appointing authority or designee, acting in

the capacity of Administrative Appeal Officer, together with any and all documents supporting the employee's appeal including statements from any witnesses. Failure to submit a Notice of Appeal within the prescribed time period shall constitute an absolute waiver of the right to an "administrative appeal" pursuant to Government Code Section 3300 et. seq.

2. The Administrative Appeal Officer must respond in writing to the Notice of Appeal within twenty (20) working days following submission. No hearing is required to be held and the Administrative Appeal Officer may respond solely on the materials and documents provided by the appealing employee and by the department.
3. The Administrative Appeal Officer shall have the power to amend, modify, rescind or uphold, in whole or any part thereof, the claimed punitive action of the department or authority imposing the discipline.
4. The "administrative appeal" provided for herein need not be completed prior to the implementation of the alleged "punitive action".

## **ARTICLE 17. GRIEVANCE PROCEDURE**

### **Section 1. Intent**

It is the intent of this procedure to provide for an orderly and equitable procedure for the resolution of misunderstandings and disputes between the County and its employees.

### **Section 2. Scope of Grievance**

1. A grievance is a claimed violation, misapplication or misinterpretation of the provisions of a Resolution or employee protections contained in ordinances, resolutions, personnel rules or written policies, adversely affecting an employee's wages, hours or conditions of employment.
2. Specifically, excluded from the scope of grievances are:

Subjects involving the amendment or change of Board of Supervisor resolutions and ordinances, which do not incorporate the provisions of this MOU or other employee protections contained in ordinances, resolutions personnel rules or written policies.

- A. Discrimination complaints that allege violations of equal employment opportunity laws or employment discrimination, which shall be processed under the County's Discrimination Complaint Procedure.
- B. Appeals of the "Reduction in Force" Articles and Policies, which fall under the appeal process contained within that policy.
- C. Appeals of disciplinary actions resulting in termination, demotion, suspensions without pay which fall under the County's Appeal Procedure.

### **Section 3. Definitions**

1. Grievant - A grievant is (1) an employee in the Unit who is filing a grievance as defined herein or (2) if two (2) or more employees have essentially the same grievance, they may, if approved by the Director of Human Resources or designee, submit their combined grievances as one (1) grievant.
1. Day - Shall mean day(s) in which the County's main administration office is open for business.

### **Section 4. Grievance Procedure Steps**

1. Informal Discussion - Every effort should be made to settle grievances at the lowest level of supervision possible. If an employee has a complaint relating to a work situation, the employee is encouraged to request a meeting with his/her immediate supervisor to discuss the problem in an effort to clarify the issue and to work cooperatively toward settlement. Such discussion shall occur within ten (10) working days of the incident or occurrence giving rise to the complaint. The immediate supervisor shall respond informally within seven (7) working days.
2. Formal Grievance Steps - The formal grievance procedure shall consist of the following steps, each of which must be completed prior to any request for further consideration of the matter unless waived by mutual consent or as otherwise provided herein.
  - a) Immediate Supervisor - An employee may formally submit a grievance to the immediate supervisor within fifteen (15) working days from the date of the supervisor's informal decision or if the informal discussion has not taken place ten (10) working days from the date of the incident or occurrence giving rise to the complaint. Such a written grievance, signed by the employee, shall set forth the facts at issue, the relief sought and the time of the occurrence of any alleged incident or violations precipitating the grievance. The supervisor shall respond in writing within seven (7) working days after receiving the grievance. If the grievance is denied, the reasons for this denial shall be given in the supervisor's response. This response shall contain the position to which the next level of employee grievance should be addressed.
  - b) Intermediate Supervisor - If the grievance is not resolved by the written decision of the immediate supervisor and if there is an intermediate level of supervision below the appointing authority, the grievant may, within five (5) working days after the date of the supervisor's decision, file a written appeal to the intermediate supervisor who shall respond in writing within ten (10) working days. If the grievance is denied, the reasons for denial shall be given in the supervisor's response. This response shall contain the position to which the next level of employee grievance should be addressed.
  - c) Appointing Authority - If grievance is not resolved by the written decision of the supervisor, the grievant may submit in writing within five (5) working days after the



date of the supervisor's written decision his grievance to the appointing authority. The appointing authority shall conduct such meeting(s) with the employee; informal hearings and investigations as are appropriate in his/her judgment and deliver to the grievant a written decision within ten (10) working days. If the grievance is denied, the reasons for denial shall be included in the response.

d) Director of Human Resources or Designee - If the employee wishes to appeal the appointing authority's decision, he/she may do so in writing to the Director of Human Resources or designee within five (5) working days after the date of the appointing authority's decision. The Director of Human Resources or designee shall conduct such meeting (s), informal hearings and/or investigations as are appropriate in his/her judgment and deliver to the grievant a written decision within fifteen (15) working days. If the grievance is denied, the reasons for the denial shall be included in the response.

3. Final Resolution - Should the grievant be unsatisfied with the decision of the Director of Human Resources or designee, the grievant and representative may within ten (10) working days notify the Director of Human Resources or designee that he/she is appealing the Director of Human Resources' or designees' decision either to (a) the Civil Service Commission or (b) Arbitration, for final resolution of the grievance, subject to ratification by the Board of Supervisors if the decision required an unbudgeted expenditure. Grievances that involve an interpretation of a personnel resolution, personnel rule or Memorandum of Understanding shall be appealed through the Arbitration method as it is described in this paragraph. If (a) Civil Service Commission (CSC) is chosen, the CSC shall have thirty (30) days from the secretary's receipt of such appeal and a written answer from County Management to decide the case or set a hearing. Within thirty (30) days after the hearing the CSC shall render its decision in the matter. If (b) Arbitration is chosen, the grievant (and his/her representative) and the County's Management representative shall attempt to mutually agree on an acceptable arbitrator. If no agreement can be reached on an arbitrator within five (5) working days, a list of seven (7) names from the California State Conciliation & Mediation Service shall be obtained. The parties shall alternately strike names until only one (1) name remains, which name shall be the arbitrator in the dispute. The party to strike the first name shall be chosen by lot. The arbitrator shall have no power to add to, subtract from, alter, modify or go beyond the applicable provisions of the Memorandum of Understanding or Resolution.

#### 4. Basic Rules -

a) Costs - All costs incurred jointly by both parties to the final resolution process shall be borne equally by the parties. Costs incurred separately shall be borne by the party incurring them.

b) Time Limits - If a grievant fails to carry his/her grievance forward to the next level within the prescribed time period, the grievance shall be considered settled based upon the decision rendered at the most recent step utilized. If a supervisor or

manager fails to respond with an answer within the given time period, the grievant may appeal his/her grievance to the next higher level. Time limits may be waived by mutual written consent of the parties.

- c) Representation - The grievant may be represented by a person of his/her choice at any formal level of this procedure. The grievant may take reasonable County time without loss of pay to prepare his/her grievance and meet with management representatives regarding the grievance. Other employees assisting or representing the grievant shall do so on their own time.

## **ARTICLE 18. OUTSIDE EMPLOYMENT**

### **Section 1. Approval**

1. No employee may engage in any outside employment without first obtaining written approval of the appointing authority. Failure to obtain prior written approval for outside employment or engaging in outside employment may lead to disciplinary action.
2. In order to obtain approval for outside employment, the employee must complete a memo describing the nature of the employment to the employee's immediate supervisor. The application will then be forwarded through channels to the appointing authority for consideration.

### **Section 2. Appeal of Denial of Outside Employment**

1. If an employee's Outside Employment request is denied or withdrawn by the department, the employee may file a written Notice of Appeal to the appointing authority within ten (10) days of the date of denial.
2. If the employee's appeal is denied, the employee may file a grievance pursuant to the procedure set forth in Article 17.

### **Section 3. Prohibited Outside Employment**

The County expressly reserves the right to deny any Outside Employment Application submitted by an employee seeking to engage in any activity which:

1. Involves the employee's use of departmental time, facilities, equipment or supplies, the use of the agency badge, uniform, prestige or influence for private gain or advantage.
2. Involves the employee's receipt or acceptance of any money or other consideration from anyone other than the County for the performance of an act which the employee, if not performing such act, would be required or expected to render in the regular course or hours of employment or as a part of the employee's duties as an employee of this County.

3. Involves the performance of an act in other than the employee's capacity as a County employee which may later be subject directly or indirectly to the control inspection, review, audit or enforcement of any other employee of his/her department.
4. Involves time demands that would render performance of the employee's duties for the County less efficient.

#### **Section 4. Outside Security Employment**

Consistent with the provisions of Penal Code 70, and because it would further create potential conflict of interest, no member of the Sheriff's Office may engage in any outside employment as a private security guard, private investigator or other similar private security position.

### **ARTICLE 19. RENEGOTIATIONS**

#### **Section 1. Successor Agreement**

In the event that either party desires to negotiate a successor Memorandum, the party shall serve upon the other its written request to commence negotiations, provided that negotiations shall begin no later than 90 calendar days prior to the termination date of this Memorandum. An Agent of EDCLEMA may serve notice for the El Dorado County Law Enforcement Management Association. If such notice is not served, the terms and conditions set forth in this MOU may continue for an additional year.

#### **Section 2. Notification of Representatives**

The parties shall notify one another of the names of their designated representatives at least thirty (30) days in advance of the first meeting.

#### **Section 3. Negotiations During Work Hours**

Up to three (3) EDCLEMA representatives shall have their work hours and/or duty days adjusted so that they will be on active duty during negotiations whenever possible. Participation in negotiations does not release any employee from responsibilities of their full-time employment requiring immediate attention or action (for example, scheduled court appearances or emergency call-back).

### **ARTICLE 20. FULL UNDERSTANDING MODIFICATION AND WAIVER**

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the full right and adequate opportunity to make demands and proposals with respect to any subject or matter within the scope of representation, that the understandings arrived at after the exercise of that right are set forth in this Agreement. The express provisions of this Agreement for its duration, therefore, constitute the complete and total contract between the County and EDCLEMA with respect to wages, hours and other terms and conditions of employment. Any prior or existing Agreement between the parties whether formal or informal,

regarding any such matters are hereby superseded and terminated in its entirety, except with the understanding that any provisions that existed but were inadvertently omitted, will continue to apply for the duration of this MOU. The parties voluntarily waive the right to meet and confer in good faith with respect to any subject or matter referred to or covered in this Agreement, except that the parties, by mutual agreement, may meet and confer and agree to amend any matter in this Agreement, including compensation; provided however, that the County may make changes to the Human Resources rules consistent with rights EDCLEMA has to meet with the County prior to implementation of such changes.

If the County should absorb another entity which results in employees of the other entity being covered by this MOU, the County and EDCLEMA shall expeditiously meet and confer regarding the effect of such action on wages, hours, and other terms and conditions of employment of such new employees.

All pertinent ordinances and resolutions shall be revised to conform to this Agreement. All other ordinances, resolutions, rules and regulations, practices and policies shall continue in force and effect during the term of this Agreement unless modified according to the provisions of this Agreement.

#### **ARTICLE 21. SEVERABILITY**

It is understood and agreed that this Memorandum of Understanding is subject to all current and future applicable Federal and State laws and regulations and the current provisions of the County Charter and Code. If any part or provision of this MOU is in conflict or inconsistent with such applicable provisions of those Federal, State or County enactments or is otherwise held to be invalid or unenforceable by any court of competent jurisdiction, such part or provisions shall be suspended and superseded by such applicable law or regulations, and the remainder of this Memorandum of Understanding shall not be affected. If any part or provision of this MOU is suspended or superseded, the parties agree to reopen negotiations regarding the suspended or superseded part or provision with the understanding that total compensation to employees under this MOU shall not be reduced or increased as a result of this Article.

The parties hereto agree to refrain from initiating any legal action or take individual or collective action that would invalidate Articles of this MOU.

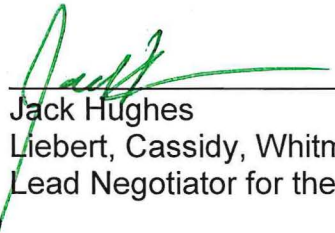
#### **ARTICLE 22. ECONOMIC HARDSHIP REOPENER**

At any time after the effective date of this comprehensive MOU, upon thirty (30) calendar days written notice to the Association, the County may reopen this agreement for renegotiation regarding future increases in compensation if a financial shortfall in the County budget has occurred that caused the Board of Supervisors to actually reopen negotiations with other employee groups with negotiated MOUs or adopted Salary and Benefit Resolution, except with respect to any salaries governed by Section 504 of the El Dorado County Charter. Any notice provided subject to this section must include evidence demonstrating the basis for the claim of financial hardship.

In witness whereof, the parties hereto have caused this Memorandum of Understanding to be executed by affixing their signatures below.

COUNTY OF EL DORADO


EL DORADO COUNTY LAW ENFORCEMENT  
MANAGEMENT ASSOCIATION

  
\_\_\_\_\_  
Jack Hughes  
Liebert, Cassidy, Whitmore  
Lead Negotiator for the County

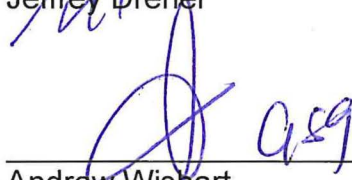
  
\_\_\_\_\_  
Kim Gillingham  
Labor Representative

9/7/18  
Date

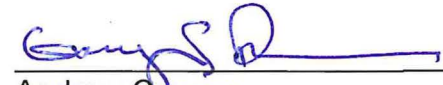
Date 9-10-18

  
\_\_\_\_\_  
Jeffrey Dreher

  
\_\_\_\_\_  
Tameka Usher  
Human Resources Manager

  
\_\_\_\_\_  
Andrew Wishart

Date 9/10/18


  
\_\_\_\_\_  
~~Andrew Craven~~  
GARY ROMANKO

Board of Supervisors

  
\_\_\_\_\_  
Michael Rinali, Chair

Date 9/18/18

ATTEST: James S. Mitrisin,  
Clerk of the Board of Supervisors

By   
\_\_\_\_\_  
Deputy Clerk

Date 9/18/18

## **ARTICLE 23. DRUG FREE WORK PLACE**

The County and the Association agree that they are committed to providing and maintaining a drug free work place in accord with the Drug Free Work Place Act of 1988. It is understood that the unlawful manufacture, distribution, dispensing, possession or use of drugs and/or alcohol is prohibited in the work place and that violation of this provision would subject the employee to disciplinary action. The County has a zero tolerance standard for employees being under the influence of alcohol and/or drugs while at work. Reasonable effort will be made to inform employees about the dangers of drug abuse in the work place, the availability of any counseling or rehabilitation, as well as the Employee Assistance Program, and that disciplinary action may be imposed upon employees for drug abuse violations occurring in the work place or affecting work performance. The Parties shall discuss the adoption of a reasonable suspicion drug testing policy during the term of this Agreement.



RESOLUTION NO. 196-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, representatives of the County of El Dorado and representatives of the El Dorado County Law Enforcement Management Association representing employees in the Law Enforcement Sworn Management bargaining unit have met and negotiated in good faith since September 14, 2016; and

**WHEREAS**, said representatives have reached an agreement on a variety of terms and conditions of employment for employees in the Law Enforcement Sworn Management bargaining unit to be incorporated as the successor Memorandum of Understanding for the period covering July 1, 2016 through December 31, 2021; and

**WHEREAS**, members of the Law Enforcement Management Association representing the Law Enforcement Sworn Management bargaining unit have held elections and voted to ratify the negotiated terms and conditions contained within the tentative agreement for the successor Memorandum of Understanding; and,

**WHEREAS**, the previous Memorandum of Understanding between the County of El Dorado and the Law Enforcement Management Association representing employees in the Law Enforcement Sworn Management bargaining unit expired June 30, 2016, and the County of El Dorado and the El Dorado County Law Enforcement Management Association are now bringing the negotiated and fully executed successor Memorandum of Understanding that is attached and incorporated herein to the Board of Supervisors for final approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of El Dorado approves, adopts, and authorizes the Chair to sign this Resolution and the successor Memorandum of Understanding that is attached and incorporated herein between the County of El Dorado and the Law Enforcement Management Association representing employees in the Law Enforcement Sworn Management bargaining unit, for the period July 1, 2016 through December 31, 2021.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado directs the Human Resources Department and the Payroll Division of the Auditor/Controller's Office to implement a one-time, non-pensionable, lump sum payment of \$1,950.00, minus applicable taxes, no later than the third full pay period following final approval of this Memorandum of Understanding by the Board of Supervisors for each regular employee who is a member of the Law Enforcement Sworn Management bargaining unit.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 18th day of September, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Ranalli, Novasel, Hidahl

Attest:

James S. Mitraris  
Clerk of the Board of Supervisors

By: Kaya Schaeffgen  
Deputy Clerk

Noes: None  
Absent : None

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 202-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the title change as set forth below, and amends the Authorized Personnel Allocation, effective the first pay period following adoption.

Classification Specification Title Change			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
0188	Facilities Manager	Facilities Division Manager	UM

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 25th day of September, 2018, by the following vote of said Board:

Ayes: Hidahl, Novasel, Ranalli, Veerkamp, Frentzen

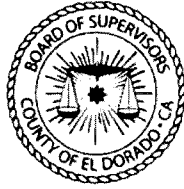
Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schaeffer  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors





## RESOLUTION NO. 203-2018

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

**WHEREAS**, Payrates must be reported to the California Public Employees' Retirement System in accordance with Government Code Sections 20636 and 7522.34(a), as well as California Code of Regulations 570.5; and

**WHEREAS**, California Code of Regulations 570.5 requires the payrate to be limited to the amount listed on a pay schedule that meets the following requirements: (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws; (2) Identifies the position title for every employee position; (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range; (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website; (6) Indicates an effective date and date of any revisions; (7) Is retained by the employer and available for public inspection for not less than five years; and (8) Does not reference another document in lieu of disclosing the payrate; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**WHEREAS**, on July 24, 2018 (Legistar # 18-1153), the Board of Supervisors approved and adopted the new salary range for the classification of Director of Planning and Building, effective the pay period beginning September 29, 2018; and

**WHEREAS**, on September 25, 2018 (Legistar # 18-1412), the Board of Supervisors approved and adopted the title change, through the County-wide class study implementation, from Facilities Manager to Facilities Division Manager, effective the pay period beginning September 29, 2018; and

**WHEREAS**, on September 25, 2018 (Legistar # 18-1459), the Board of Supervisors approved and adopted the El Dorado County Deputy County Counsel Association Memorandum of Understanding, effective the pay period beginning September 29, 2018.

**WHEREAS**, on September 11, 2018 (Legistar # 18-1364), the Board of Supervisors approved and adopted the El Dorado County Law Enforcement Management Association Memorandum of Understanding, effective the pay period beginning September 29, 2018.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt and amends the County's Salary Schedule, effective the pay period beginning September 29, 2018, to include the Director of Planning and Building salary change; the salary changes listed below with regard to the adoption of the El Dorado County Law Enforcement Management Association Memorandum of Understanding and the El Dorado County Deputy County Counsel Association; and the title change of Facilities Division Manager.

**El Dorado County Law Enforcement Management Association**

Job Class No.	Classification	Bargaining Unit	Old Salary Range	New Salary Range
5700	Assistant Superintendent – Institutions	SM	\$36.01 - \$43.77 \$6,241.73 – 7,586.80	\$40.71 - \$49.49 \$7,056.40 - \$8,578.27
5601	Chief Investigator (District Attorney)	SM	\$63.42 - \$77.09 \$10,992.80 – 13,362.26	\$65.86 – \$80.05 \$11,415.73 - \$13,875.33
0236	Deputy Chief Probation Officer	SM	\$40.02 – \$48.65 \$6,936.80 - \$8,432.66	\$45.24 - \$54.99 \$7,841.60 - \$9,531.60
5420	Sheriff’s Captain	SM	\$63.42 - \$77.09 \$10,992.80 – 13,362.26	\$65.86 - \$80.05 \$11,415.73 - \$13,875.33
5415	Sheriff’s Lieutenant	SM	\$54.40 - \$66.13 \$9,429.33 - \$11,462.53	\$56.49 - \$68.66 \$9,791.60 - \$11,901.07

**El Dorado County Deputy County Counsel Association**

Job Class No.	Classification	Bargaining Unit	Old Salary Range	New Salary Range
5100	Associate Deputy County Counsel	CC	\$45.54 - \$55.36 \$7,893.60 - \$9,595.73	\$47.29 - \$57.48 \$8,196.93 - \$9,963.20
5104	Deputy County Counsel	CC	\$53.78 - \$65.36 \$9,321.87 - \$11,329.07	\$55.85 – \$67.88 \$9,680.67 - \$11,765.87
5106	Sr. Deputy County Counsel	CC	\$62.40 – \$75.85 \$10,816.00 – 13,147.33	\$64.80 – \$78.76 \$11,232.00 - \$13,651.73

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 25th day of September, 2018, by the following vote of said Board:

Ayes: Hidahl, Novasel, Veerkamp, Frentzen, Ranalli

Noes: None  
Absent : None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kyra Schaffner  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 206-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, representatives of the County of El Dorado and representatives of the El Dorado County Deputy County Counsel Association representing employees in the Deputy County Counsel bargaining unit have met and negotiated in good faith since March 20, 2017; and

**WHEREAS**, said representatives have reached an agreement on a variety of terms and conditions of employment for employees in the Deputy County Counsel bargaining unit to be incorporated as the successor Memorandum of Understanding for the period covering July 1, 2017 through June 30, 2019; and

**WHEREAS**, members of the El Dorado County Deputy County Counsel Association representing the Deputy County Counsel bargaining unit have held elections and voted to ratify the negotiated terms and conditions contained within the tentative agreement for the successor Memorandum of Understanding; and,

**WHEREAS**, the previous Memorandum of Understanding between the County of El Dorado and the El Dorado Deputy County Counsel Association representing employees in the Deputy County Counsel bargaining unit expired June 30, 2017, and the County of El Dorado and the El Dorado County Deputy County Counsel Association are now bringing the negotiated and fully executed successor Memorandum of Understanding that is attached and incorporated herein to the Board of Supervisors for final approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of El Dorado approves, adopts, and authorizes the Chair to sign this Resolution and the successor Memorandum of Understanding that is attached and incorporated herein between the County of El Dorado and the El Dorado County Deputy County Counsel Association representing employees in the Deputy County Counsel bargaining unit, for the period July 1, 2017 through June 30, 2019.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado directs the Human Resources Department and the Payroll Division of the Auditor/Controller's Office to implement a one-time, lump sum payment of \$2,400.00, minus applicable payroll deductions, no later than the third full pay period following final approval of this Memorandum of Understanding by the Board of Supervisors for each regular employee who is a member of the Deputy County Counsel bargaining unit who is employed on the date the Board of Supervisors signs this Memorandum of Understanding.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 25th day of September, 2018, by the following vote of said Board:

Ayes: Hidahl, Novasel, Veerkamp, Ranalli, Frentzen

Attest:

James S. Mitrisin  
Clerk of the Board of Supervisors

By: Kyra Schaufhauser  
Deputy Clerk

Noes: None  
Absent : None

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors

# **MEMORANDUM OF UNDERSTANDING**

Between

The County of El Dorado

And

The El Dorado County Deputy County  
Counsel Association

**July 1, 2017 - June 30, 2019**



**Memorandum of Understanding**  
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**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE COUNTY OF EL DORADO  
AND  
THE EL DORADO COUNTY DEPUTY COUNTY COUNSEL ASSOCIATION**

---

**PREAMBLE**

It is the purpose of this Memorandum of Understanding (MOU) to set forth the wages, hours, and other terms and conditions of employment for the employees of the County of El Dorado (County) represented by the El Dorado County Deputy County Counsel Association (EDCDCCA or Association).

**ARTICLE 1. TERMS AND CONDITIONS OF EMPLOYMENT**

**Section 1. Negotiations**

The EDCDCCA and representatives of the County have met and conferred in good faith in regard to wages, hours, and other terms and conditions of employment covering employees in the Deputy County Counsel bargaining unit (Unit); have exchanged freely information, opinions, and proposals; and have reached agreement on all matters relating to the employment conditions and employer-employee relations of such employees.

**Section 2. Meyers-Milias-Brown Act**

This MOU is entered into pursuant to the Meyers- Milias-Brown Act (Government Code §§3500-et seq.) and has been jointly prepared by the parties.

**Section 3. Ratification**

This MOU shall be presented by the Association to the employees in the Association for ratification by said employees, and shall thereafter be presented to the Board of Supervisors, as the joint recommendation of the undersigned for salary and benefits adjustments for the period from July 1, 2017 through June 30, 2019. All provisions shall become effective upon final approval by the Board of Supervisors, unless otherwise indicated herein.

**Section 4. Complete Understanding**

This MOU cancels all previous MOUs and letters of agreement. The County of El Dorado Personnel Rules and all other County policies and rules shall remain in force and effect other than where superseded by specific provisions of this MOU. In no event



during the term of this MOU shall there be any change in the Salary Schedule that would result in a decrease of direct and/or indirect wages and other benefits to Employees.

## **ARTICLE 2. AUTHORIZED AGENTS AND RECOGNITION**

### **Section 1. Authorized Agents**

For the purpose of administering the terms and provisions of this MOU, the following authorized agents have been designated:

County of El Dorado  
Director of Human Resources  
330 Fair Lane  
Placerville CA 95667

El Dorado County Deputy County Counsel Association  
Abigail Roseman, President  
330 Fair Lane  
Placerville CA 95667

The Association shall provide in writing to the County and be responsible for keeping current the name, address and telephone number of the designated representative and a list of persons authorized to act on its behalf or receive service in its name.

### **Section 2. Recognition**

- A. County recognition - The Director of Human Resources or designee is the representative of County in matters related to employer-employee relations.
- B. The Association is the exclusively recognized employee organization for the Unit.

## **ARTICLE 3. COUNTY RIGHTS**

County retains, solely and exclusively, all the rights, powers and authority exercised or held prior to the execution of this MOU, except as expressly limited by a specific provision of this MOU. Without limiting the generality of the foregoing, the rights, powers, and authority retained solely and exclusively by County and not abridged herein, are included, but not limited to the following: to manage and direct its business and personnel; to manage, control, and determine the mission of its departments, building facilities, and operations; to create, change, combine, or abolish jobs, departments and facilities in whole or in part; to direct the work force; to increase or decrease the work force and determine the number of employees needed; to hire, transfer, promote, and maintain the discipline and efficiency of its employees; to establish

work standards, schedules of operation, and reasonable work load; to specify or assign work requirements and require additional work hours; to schedule working hours and shifts; to adopt rules of conduct; to determine the type and scope of work to be performed by County employees and the services to be provided; to classify positions; to establish initial salaries of new classifications; to determine the methods, processes, means, and places of providing services; and to take whatever action necessary to prepare for and operate in an emergency.

Nothing in this Article is intended to alter the post-agreement rights of the respective parties as established by law to meet and confer on changes which would affect the wages, hours, and other terms and conditions of employment except, however, that the scope of representation shall not include consideration of the merits, necessity, or organization of any service or activity provided by law or executive order.

The County reserves the right to contract out services pursuant to the El Dorado County Charter. In the event that the County is considering contracting out services, which will directly result in the layoff of current employees, the County will notify the Association and meet and confer prior to the implementation of the action to the extent required by law.

## **ARTICLE 4. ASSOCIATION RIGHTS**

### **Section 1. Representation**

This MOU covers the employees in the position classifications of the County that the Association is certified as representing, and the Association is the formally recognized employee organization that has the exclusive right to represent said employees during the term of this MOU.

### **Section 2. Communications**

Official Association representatives shall be permitted access to County property to confer with County employees on matters of employer-employee relations. The designated representative shall give notice to the appointing authority or designee when contacting departmental employees during the duty period of said employees, provided that solicitation for membership or other internal employee organization business shall be conducted only during the non-duty hours of all employees concerned. Non-duty hours are defined as before or after work, lunch periods and rest break periods.

The Association may use the County electronic mail (e-mail) for Association business under the following conditions:

- A. E-mails shall not be drafted during working hours (not including duty-free breaks

and lunches).

- B. The subject line of the email shall read "EDCDCCA Information."
- C. Subject matter shall be limited to brief Association announcements, inquiries, notices, agendas, minutes, and appropriate attachments. E-mails shall not contain personal attacks on any County official or employee; any material that constitutes harassment, discrimination or retaliation based on a legally protected status; or as any pornographic or obscene material.
- D. All email usage shall be consistent with departmental policy, the El Dorado County Computer and Network Resource Usage Policies and Standards Guide, and the provisions of this MOU.

### **Section 3. Release Time**

Official Association representatives shall be released from duty during the grievance procedure or when meeting with County representatives. The Association shall notify the Director of Human Resources or designee of the names of employees who are official representatives of the Association, not more than three (3) of whom can be released at any given time.

### **Section 4. Use of County Buildings**

County Buildings and other facilities shall be made available for use of the Association or its representatives during non-duty hours in accordance with availability and administrative procedures as may be established by the Chief Administrative Officer (CAO) or the Director of Human Resources or designee.

## **ARTICLE 5. SALARY AND OTHER RELATED ISSUES**

### **Section 1. Salaries**

Each regular employee who is a member of this Unit who is employed on the date the Board of Supervisors signs this MOU, shall receive a one-time two thousand four hundred dollar (\$2,400.00) lump sum payment, minus applicable payroll deductions, no later than the third (3<sup>rd</sup>) full pay period following Board of Supervisors' final approval of the July 1, 2017 to June 30, 2019 MOU.

Effective the first full pay period following Board of Supervisors' adoption of the July 1, 2017 to June 30, 2019 MOU, the County will increase base salaries in this Unit by 3.85% in exchange for the deletion of management leave cash-out as provided in this MOU.

## **Section 2. Salary Step Increases**

- A. After completion of thirteen (13) biweekly pay periods of satisfactory service at step 1 of the salary range, and upon recommendation of the appointing authority, the employee shall be advanced to the next higher step. If an employee is appointed at a step higher than the first step of the salary range for that classification, the first increase shall be after completion of twenty-six (26) full pay periods of service which meets standards.
- B. Except as provided in Article 9, Section 6, or otherwise in this MOU, after the completion of twenty-six (26) biweekly pay periods of satisfactory service in each of the salary steps 2 and above, if the employee has completed probation, the employee shall be automatically advanced to the next higher step in the salary range of that classification until the top of the range is reached, unless the appointing authority or designee submits required paperwork at least one full pay period prior to the anniversary date stating the increase will be denied.
- C. All increases shall be effective on the first day of the biweekly pay period following completion of the required period of service.

## **Section 3. Salary Provisions upon Restoration from Layoff**

A regular employee who has been laid off or voluntarily demoted as a result of layoff and is subsequently restored in their former classification within a two (2) year period from the date of his/her layoff or voluntary demotion shall receive the following considerations and benefits:

- A. All sick leave credited to the employee's account when laid off shall be restored, unless the employee received compensation for such sick leave at the time of the layoff.
- B. All prior service shall be credited for the purpose of determining sick leave and vacation earning rate, longevity pay increases, and time in step.
- C. The employee shall be placed at the step of the salary range that was held at the time of the layoff.

## **ARTICLE 6. HOLIDAYS**

### **Section 1. Designated Holidays**

The County shall designate specific days as County holidays. Paid holidays, for all categories listed below, shall be authorized for only regular full-time and part-time employees and limited term extra help employees.

The following days shall be the official County holidays:

- January 1 - New Year's Day
- January (Third Monday) - Martin Luther King Jr.'s Birthday
- February (Third Monday) - Washington's Birthday
- May (Last Monday) - Memorial Day
- July 4 - Independence Day
- September (First Monday) - Labor Day
- November 11 - Veterans Day
- November - Thanksgiving Day
- November - Friday after Thanksgiving
- December 24 - Christmas Eve (When Christmas Day falls on a Thursday, the day after Christmas shall be observed as a holiday in lieu of Christmas Eve).
- December 25 - Christmas Day

A. Other Declared Holidays - In addition, upon concurrence by the County Board of Supervisors, every day appointed by the President or Governor for a public fast, Thanksgiving, or holiday shall also be considered as a holiday for purposes herein.

B. Floating Holidays- In lieu of Lincoln's Birthday and Columbus Day, regular employees shall be entitled up to sixteen (16) hours of floating holiday time. This time will be credited in pay period one (01) of each year. Floating holidays shall be taken at a time agreeable to both the employee and the appointing authority. Part-time employees shall receive this holiday time on a prorated basis.

Lincoln's Birthday and Columbus Day will not be considered holidays for payroll purposes. Floating holiday time must be used by the last day of pay period twenty-six (26) of each year and is not subject to the payoff provisions. Any unused floating holiday time will be lost.

## **Section 2. Day Observed**

If a holiday falls on a Sunday, the following Monday shall be observed as the holiday in lieu thereof. If a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday in lieu thereof.

All regular full-time employees, regular part-time employees, and limited term extra help employees who are on an irregular work week schedule shall be entitled to the same number of paid holiday hours as those employees on a regular work week schedule. If an employee works a non-standard (rather than Monday through Friday) work schedule, their first day off shall be treated as if it was a Saturday and their second day off as if it was a Sunday.

If an employee works a nonstandard (rather than Monday through Friday) work

schedule and has three (3) regular days off in a row and a regular day off falls on the official County holiday as identified in Article 6, Section 1, then their next regularly scheduled work day shall be observed as the holiday in lieu thereof.

### **Section 3. Compensation for Holidays**

Regular and limited term extra help full-time employees shall receive holiday pay for all authorized holidays at their current hourly rate, not to exceed eight (8) hours for any one (1) day, provided they are in a paid status for the full day on both their regularly scheduled work days immediately preceding and following the holiday.

Regular and limited term extra help, part-time employees shall be entitled to holiday pay as described in this Section in proportion to the percentage of hours worked during the biweekly pay period which includes a holiday, not to be compounded and not to exceed eight (8) hours for any one (1) day. The holiday hours paid but not worked will not be used in the calculation of the percentage of hours worked that determines how many holiday hours will be paid. The appointing authority or designee may approve holiday pay when an employee has insufficient sick leave accruals as required to maintain paid status for the full day immediately preceding and following the holiday, provided the employee will use at least twelve (12) hours of sick leave or the maximum number of hours required in the coordination of State Disability Insurance during the pay period that includes the holiday.

### **Section 4. Limitations**

The following provisions as to administration of holidays shall apply to all regular full-time employees, regular part-time employees, and limited term extra help employees:

- A. A new employee whose first working day is the day after a paid holiday shall not be paid for that holiday.
- B. An employee who is terminating his/her employment and whose last day as a paid employee is the day before a holiday, shall not be entitled to holiday pay for that holiday.

## **ARTICLE 7. VACATION**

For purposes of this section, one (1) year shall be equivalent to twenty-six (26) biweekly pay periods of continuous service.

### **Section 1. Accrual Rates And Maximum Accumulation**

Every regular full-time employee, regular part-time employee and limited term extra help employee shall accrue and accumulate vacation leave with pay as follows:

- A. First through forty-eighth months of employment: .03875 hour for each full hour in pay status (equal to 3.1 hours for full-time in a full pay period). Maximum accumulation of two hundred forty (240) hours vacation leave.
- B. Forty-ninth through one hundred thirty-second months of employment: .05875 hour for each full hour in pay status (equal to 4.7 hours for full-time in a pay period). Maximum accumulation of three hundred twenty (320) hours of vacation leave.
- C. One hundred thirty-third and higher months of employment: .07750 hour for each full hour in pay status (equal to 6.2 hours per full-time in a pay period). Maximum accumulation of three hundred twenty (320) hours of vacation leave.
- D. Utilization

Beginning the forty-ninth (49<sup>th</sup>) month of employment, if the appointing authority or designee verifies in writing that an employee's vacation is cancelled or denied due to minimum staffing or emergent need by the operating department and that the employee's cap of vacation accrual has been reached with no opportunity to use vacation leave to reduce the accrual prior to exceeding the cap, then the employee may cash-out up to forty (40) hours of paid vacation one (1) time per fiscal year.

## **Section 2. Provisions**

Vacation leave shall be accrued from each eligible full-time or part-time employee's date of hire. Employees shall be entitled to use accrued vacation leave upon completion of two (2) full pay periods of continuous service. When an employee accumulates the maximum number of hours set forth in Article 7, Section 1, he or she shall cease accumulating vacation until such time as the employee has utilized vacation hours to bring the total hours below the maximum stated. Use of vacation shall be limited to those hours that were accrued as of the prior pay period, and vacation cannot be used in the pay period in which it is earned. Upon termination of an employee's employment for any cause, the employee shall be paid for any unused vacation hours accumulated, up to the maximum amount permitted to be accumulated. No employee in this Unit shall receive any payment in lieu of vacation while remaining a County employee.

## **Section 3. Vacation Scheduling**

It is the policy of the County that employees take their vacation each year; provided, however, that for reasons deemed sufficient by the appointing authority, an employee may take less than the normal vacation accrued that year. All vacations shall be taken at such times during the calendar year as may be approved by the appointing

authority.

In the event an employee is not permitted to take all of the vacation to which he or she is entitled in a calendar year, the employee shall be permitted to accumulate the unused portion to the employee's credit, provided that the employee shall not have a total vacation credit of more than the maximum allowed herein.

All requests for vacation must be approved by the employee's appointing authority or designee; the appointing authority or designee is responsible for ensuring that the employee is eligible for the vacation requested. No person shall be allowed vacation in excess of that actually accrued at the time such vacation is taken. It shall be the responsibility of the appointing authority or designee to require vacation leave is taken in order to avoid forfeiture.

#### **Section 4. Donation of Vacation**

Catastrophic leave donation is designed to allow employees to donate vacation leave to their coworkers in times of exceptional need. Justifications for such transfers may include a catastrophic medical condition, injury, or incapacitation of the employee or member of the employee's immediate family (child, spouse, domestic partner, parent or person for whom the employee has been designated as legal guardian).

- A. To be eligible for this benefit, an employee must have been employed by the County for one (1) continuous year and worked no less than one thousand two hundred fifty (1,250) hours over the immediate preceding twelve (12) months. In addition, this leave may not be used for more than twelve (12) weeks in any twelve (12) month period.
- B. The employee requesting leave donations (requestor) must first exhaust all other forms of accrued paid leave.
- C. Contributions will cease if/when the catastrophic occurrence is resolved, or when twelve (12) weeks from the first transfer has passed.
- D. The amount of donated time paid to the requestor will be reported as taxable income.
- E. Hours donated will not qualify the employee for hours worked as it relates to holiday pay, on-call duty compensation, Tahoe employment differential, bilingual differential, overtime, or time in class.

#### **PROCEDURE**



- A. The requestor must provide a signed written request for donations of vacation leave to the requestor's supervisor. Additionally, a statement from a health professional verifying an injury or incapacity likely to last for at least one (1) month must be forwarded to the supervisor before any action will be taken. The supervisor will forward the written request and verification to the Human Resources Department.
- B. An employee's supervisor may take the initiative to request leave donations for an eligible employee. The recipient must consent, and all necessary documentation must be provided.
- C. The Human Resources Department will ensure the requestor is eligible to receive catastrophic leave donations. Upon approval, the Human Resources Department will post a notice on EDCnet advising employees of a request for donations. No additional notices will be sent.
- D. An employee wishing to donate vacation (contributor) will complete and submit to the Human Resources Department a Catastrophic Leave – Vacation Donation form indicating the number of vacation hours to be donated. The contributor must have at least forty (40) hours of vacation hours remaining after the donation. Once submitted, transfers of leave may not be revoked by the contributor. The requestor will not be made aware of who has donated leave.
- E. Donations will be made in one (1) hour increments. Employees may donate up to an annual maximum donation of sixteen (16) hours to any one employee. All donations will be deducted from the contributor's balance and held in queue until such time as they are needed by the requestor. Donated hours will be drawn on by the requestor, as the need arises, from the pool of donated hours on an hour for hour basis. All unused pledges remaining in the pool may be credited back to the original contributors on a last donated, last used basis.

Donations will be charged to the requesting employees department at the rate paid to the requesting employee.

## **ARTICLE 8. SICK LEAVE**

### **Section 1. Accrual**

Regular full-time, regular part-time, and limited term extra help employees shall accrue sick leave at the rate of .04625 per hour in pay status, calculated on the basis of actual service (3.7 hours earned per full pay period paid).

## **Section 2. Eligibility**

Employees shall not be entitled to use accrued sick leave with pay until the employee has two (2) full bi-weekly pay periods of continuous service with the County.

- A. Employees requesting sick leave to use for the purposes of the care of family members will be approved in accordance with applicable Federal and State law.
- B. Use of sick leave shall be limited to those hours that were accrued as of the prior pay period. Sick leave cannot be used in the pay period in which it is earned.

## **Section 3. Administration Of Sick Leave**

Each appointing authority is charged with the responsibility of administering sick leave within the department consistent with applicable practices and policies adopted by the County.

Employees are required to notify their supervisor as soon as possible of their absence due to illness or injury. A department, depending on its internal record keeping, may require an employee upon returning after an absence due to illness or injury, to fill-out a sick leave request form or record of sick leave use.

- A. Departments may request information in order to aid in the determination of whether the sick leave use is legitimate. An appointing authority or designee may require a physician's statement or acceptable substitute from an employee who applies for sick leave, or makes whatever reasonable investigation into the circumstances that appears warranted before taking action on a sick leave request.
- B. Departments may require a prescribed affidavit or medical report form. When an employee is absent for longer than ten (10) consecutive working days, the employee may be required to submit a statement from the employee's physician releasing the employee for normal duty.
- C. Sick leave abuse is defined as follows:
  - 1. If an employee who has taken sick leave is suspected of sick leave abuse, the department may institute an investigation. Based on the results of that investigation, appropriate action will be taken.
  - 2. The County may request that the employee provide a physician's statement as authorized by law or acceptable substitute during an absence if the employee

receives notice prior to returning and the absence is longer than three (3) days. However, if an employee has a record of excessive sick leave use, or if the employee's leave use is suspect, the County may require a physician's letter or other acceptable substitute before authorizing future sick leave usage. Examples of excessive sick leave usage might include but are not limited to:

- a) Documented abuse; or
- b) In excess of six (6) individual unapproved uses of sick leave in a twelve (12) month period; or
- c) More than four (4) uses of sick leave in conjunction with vacation and/or holidays in a twelve (12) month period.

Each use of sick leave may last one (1) or more days. Each day of a multi-day sick leave absence does not constitute its own individual use of leave.

It is important to note that use of leave identified under paragraphs "b" and or "c" above does not automatically indicate abuse. There may be legitimate reasons why an employee is using leave under these circumstances. The primary goal of identifying leave use thresholds is to initiate communication between the County and the employee to determine why an employee is using so much sick leave and determine if the leave is being abused.

- D. When an employee has been determined to have used sick leave for illegitimate purposes, the County may recover such funds.
- E. Each appointing authority or designee shall maintain complete and current records of sick leave and vacation time accumulated and taken by each employee.

Protected leave cannot be tracked for performance evaluation and/or disciplinary reasons unless an employee is using protected leave in an unlawful manner.

#### **Section 4. Incapacity to Perform Duties**

If the appointing authority has reasonable cause to believe that an employee is not capable of properly performing the duties of the position, the appointing authority may require the employee to excuse himself/herself from work until the incapacity is remedied. During such absence the employee may utilize any appropriate accumulated paid leaves.

#### **Section 5. Fitness for Duty Examination**

An appointing authority that has reasonable cause to believe that an employee is not

capable of properly performing the duties of the position may require an employee to submit to a fitness-for-duty examination.

### **Section 6. Payment for Unused Sick Leave**

In order to receive payment for unused sick leave at the time of lay off or voluntary separation, an employee must have five (5) or more years of County service.

- A. Employees shall be entitled to receive a payout of their unused sick leave up to a maximum of five hundred four (504) hours. Payment shall be made at the employee's last hourly rate of pay.
- B. In the event an employee dies while in active service with the County, their sick leave pay off will be made in accordance with these provisions.

### **Section 7. Payment for Unused Sick Leave at Retirement**

At the time of retirement, a member with five (5) or more years of County service may elect to receive a payout of their unused sick leave up to a maximum of five hundred four (504) hours. Payment shall be made at the employee's last hourly rate of pay.

### **Section 8. Retirees' Conversion of Sick Leave to Health Insurance**

An employee who is retiring under the California Public Employees' Retirement System (CalPERS) may, at the employee's option, in lieu of Section 7, Payment for Unused Sick Leave at Retirement, receive the equivalent value of that benefit in paid health plan premiums. Employees shall be responsible for whatever taxes are appropriate for this benefit.

## **ARTICLE 9. LEAVES**

### **Section 1. Management Leave**

Regular and limited term extra help employees shall receive eighty (80) hours of management leave in pay period one (01) of each year.

- A. Part-time and limited term extra help employees shall receive a prorated share of management leave based upon their ongoing full-time equivalency.
- B. Newly-hired employees who enter the Unit between pay periods one (01) through thirteen (13) shall receive eighty (80) hours of management leave effective the pay period they enter the Unit, and shall receive eighty (80) hours in pay period one (01) annually thereafter; employees who enter the Unit in pay periods fourteen (14) or

later shall receive half of the designated entitlement of management leave.

- C. Payment for any unused management leave may be requested in writing by the employee only during the pay periods that include March 31, June 15, and September 30, 2018, in eight (8) hour increments, with appropriate notification to the Auditor-Controller's Office. The pay period that includes September 30, 2018 will be the last opportunity to cash-out management leave. Thereafter, payment for any unused credited management leave is no longer allowable. Any unused hours remaining after pay period twenty-six (26) of each year will be lost. Such leave will not be carried over from one year to another.

### **Section 2. Jury Duty**

An employee who is summoned for attendance to any court for Jury Duty during his/her normal working hours shall be deemed to be on duty and there shall be no loss in salary, but any jury fees received shall be paid forthwith to the Auditor-Controller to be deposited in the General Fund of the County, together with any mileage allowed if he/she shall use County transportation. Employees released from Jury Duty during their normal duty hours shall report back to their departments. Employees scheduled to work the evening or late night shift and who serve four (4) or more hours on jury duty will not be required to report for duty on the evening or late night shift and shall be deemed to be on duty, and there shall be no loss in salary, but any fees received shall be paid forthwith to the Auditor-Controller to be deposited in the General Fund of the County.

### **Section 3. Court Appearances**

- A. On Duty Time – An employee who is called as a witness arising out of and in the course of the employee's County employment or prior employment with another governmental agency shall be deemed to be on duty and there shall be no loss of salary, but any witness fees received by him/her shall be paid forthwith to the County Auditor-Controller to be deposited in the General Fund of the County, together with any mileage allowed if he/she shall use County transportation. Employees released from witness duty during their normal duty hours shall report back to their department.
- B. Off Duty Time – An employee who is called as a witness arising out of and in the course of the employee's County employment during the employee's off duty hours may be allowed to arrange their schedule, with appointing authority approval, so as to allow them to take time off within the same pay period in an amount of time equal to that time spent serving as a witness.

- C. Private Litigation – An employee who is called as a witness in a private or civil matter unconnected with the course of their employment shall not be compensated by the County, excepting upon the approval of the appointing authority, earned vacation or compensating time off may be utilized. It is the employee's responsibility to make arrangements for payment from the involved parties in accordance with the California Code of Civil Procedures for witnesses.

#### **Section 4. Leaves of Absence with Pay**

The appointing authority, with the approval of the CAO, may place an employee on a leave of absence with pay (suspended with pay) as defined in the Personnel Rule 1408, Leave of Absence with Pay.

#### **Section 5. Workers' Compensation Follow-Up Doctor Visits**

Employees who return to work and are receiving Workers' Compensation benefits and have follow-up doctor appointments related to their Workers' Compensation injury/illness may use County paid time for these doctor visits. Eligibility for use of County paid time for these doctor visits is limited to forty-eight (48) hours.

#### **Section 6. Leave of Absence without Pay**

Employees who are granted a leave of absence without pay shall have the option to exhaust any accumulated vacation time or to leave such vacation time in their accumulated account. Employees requesting a leave of absence due to illness or disability may use any accumulated sick leave prior to the requested beginning date of such leave.

Employees on a leave of absence without pay due to illness or injury for a period of ten (10) days or more may be required by their appointing authority to present a statement by the employee's physician releasing the employee for normal duty prior to returning to work. Authorized leave without pay shall not extend an employee's date of eligibility for longevity pay increases and vacation accrual rates. An employee's eligibility for a merit salary step increase shall be extended commensurately for each full pay period an employee is on authorized leave without pay, except as provided by law.

### **ARTICLE 10. SPECIAL PAYS**

#### **Section 1. Longevity Pay**

A regular full-time or part-time employee shall, for all hours in pay status, be paid longevity pay for continuous service with the County as follows:

10 years 5.0% of base salary

After 15 years 10.0% of base salary\*

After 20 years 13.0% of base salary\*

After 25 years 15.0% of base salary\*

After 30 years 16.0% of base salary\*

\*Represents total amount of longevity granted; amount shown is not cumulative.

Longevity pay increases shall be based upon continuous service with the County in an allocated position and shall be effective on the first day of the biweekly pay period following completion of the required period of service.

Employees entering the Unit on or after the day the Board of Supervisors adopts the July 1, 2017 to June 30, 2019 MOU will not be eligible for longevity pay.

## **Section 2. Bilingual Differential**

When an appointing authority designates in writing that an employee must utilize bilingual skills as a required component of the employee's job duties and necessary in the delivery of County services, the employee will be paid a bilingual differential of one dollar (\$1.00) per hour for all hours in pay status. The bilingual differential shall be paid for bilingual proficiency in Spanish, Sign Language, or any language determined by the appointing authority or designee in writing as necessary to provide primary services to the public. In order to be eligible to receive such differential an employee must demonstrate language proficiency acceptable to the appointing authority or designee. The County shall adopt a language proficiency testing process to determine employees' qualification to serve as bilingual skill providers. The Human Resources Department shall use a verbal and/or written testing process, depending upon the level of bilingual skill required of the employee, to validate the employee's skills. The County shall utilize existing bilingual employees to assess employees' bilingual capabilities when possible. Written authorizations to receive a bilingual differential shall be reviewed and renewed annually by the appointing authority or designee. This differential shall only apply when an eligible employee is in paid status for a majority of their assigned hours in a pay period.

### **Section 3. Tahoe Employment Differential**

Employees whose primary work location is in the Tahoe Basin shall receive a total of ninety-two dollars and thirty cents (\$92.30) bi-weekly; part-time employees shall receive a bi-weekly total of forty-six dollars and fifteen cents (\$46.15). This differential shall only apply when an eligible employee is in paid status for a majority of their assigned hours in a pay period.

### **Section 4. Mileage Reimbursement**

Any and all mileage reimbursements shall be in compliance with Board of Supervisors Policy D-1, Travel.

### **Section 5. Acting Pay Assignments**

- A. When an employee is assigned to work in a higher classification for which the compensation is greater than the classification to which the employee is regularly assigned, and the employee works in such assignment for more than fifteen (15) consecutive work days, the employee shall receive compensation for such work retroactive to the first day of the assignment at the rate of pay established for the higher classification, under the following conditions:
1. The employee is assigned to a program, service or activity established by the Board of Supervisors that is reflected in an authorized position which has been classified and assigned to the Salary Schedule and listed in the County's Authorized Personnel Allocation Resolution, and such authorized position has become vacant due to the temporary or permanent absence of the position's incumbent. A copy of the appointing authority's written approval of this assignment must be submitted to the Director of Human Resources or designee at the start of the assignment.
  2. The nature of the departmental assignment is such that the employee in the lower classification becomes fully responsible for the duties of the position of the higher classification.
- B. Notwithstanding Section 5, A.1, in an exceptional circumstance when a vacancy does not exist but an employee has been assigned to perform duties that exceed the scope of that employee's classification, and when determined and justified by the Director of Human Resources or designee in his/her sole discretion, an employee will be entitled to pay for a higher classification, which shall not be less than five percent (5%) of the employee's base salary.



- C. Employees selected for the assignment will meet the minimum qualifications for the higher classification. If the employee does not, the appointing authority, prior to assigning the employee to the acting position, must provide justification for such selection to the Human Resources Department for approval.
- D. Pay for work in a higher classification shall not be utilized as a substitute for regular promotional procedures provided in this MOU.
- E. Higher pay assignments shall not exceed six (6) months, except through reauthorization by the Director of Human Resources or designee.
- F. If approval is granted for pay for work in a higher classification and the assignment is terminated and later reapproved for the same employee within thirty (30) days, no additional waiting period will be required.
- G. Allowable work location differentials will be paid on the basis of the rate of pay for the higher class.
- H. Employees who are members of the Association and are given an acting pay assignment in a classification in another bargaining unit will continue to have all pay and benefits determined by this Agreement.

#### **Section 6. Deferred Compensation**

- A. Deferred Compensation Matching Contribution – The County will make a dollar for dollar matching contribution to deferred compensation (457 Plan) accounts on behalf of participating regular full-time employees in the amount not to exceed four hundred dollars (\$400) of the annual contribution by the regular full time employee during the prior calendar year.
- B. Deferred Compensation Contribution – The County will provide two and one-half percent (2.5%) of base salary in each pay period to deferred compensation for regular full time employees who have ten (10) or more years of County service.
- C. Contributions at Separation – An eligible employee who separates from employment with the County prior to the County making its contribution in January of each year shall receive a commensurate contribution to the employee's deferred compensation account based upon contributions made up to the date of separation and in accordance with the provisions set forth in this section.

#### **Section 7. Bar Dues Reimbursement**

The County shall pay the annual California State Bar dues for full-time regular and

full-time limited term extra help employees. The County will reimburse part-time regular and part-time limited term extra help employees for a pro rata portion of their California State Bar dues based on their scheduled hours of work. Other extra help employees will not be reimbursed for any portion of the California State Bar dues.

### **Section 8. MCLE And Professional Dues Reimbursement**

The County shall pay for approved Mandatory Continuing Legal Education (MCLE) requirements for full-time regular and full-time limited term extra help employees. For the purposes of this section "approved" shall mean prior approval by the appointing authority. If any travel and/or lodging are associated with MCLE requirements, then said travel, lodging, and meals shall be reimbursed in accordance with Board of Supervisors Policy D-1, Travel.

## **ARTICLE 11. RETIREMENT**

### **Section 1. CalPERS Retirement Formula**

Determination of each employee's pension formula will be administered as required by CalPERS.

- A. Tier 1: Retirement benefits for Classic members entering membership for the first time in the miscellaneous classification for the County of El Dorado prior to October 5, 2012, shall be calculated using the retirement formula of two percent (2%) @ 55 with Single-Highest Year Final Compensation.
- B. Tier 2: Retirement benefits for Classic members entering membership for the first time in the miscellaneous classification with the County of El Dorado on or after October 5, 2012, shall be calculated using the retirement formula of two percent (2%) @ 60, with Average of Three-Year Final Compensation.
- C. Tier 3: Effective January 1, 2013, New members shall have retirement benefits calculated using the retirement formula of two percent (2%) at age 62, with Average of Three-Year Final Compensation.

### **Section 2. CalPERS Contribution**

Calculation of the employee contribution toward normal cost will be administered as required by CalPERS.

Employees in Tier 1 and Tier 2 shall pay the seven percent (7%) employee portion of the CalPERS contribution.

Each employee subject to Tier 3 will pay fifty percent (50%) of the employee's normal pension.

### **Section 3. Survivors Benefits**

The County will provide members Level III tier of the 1959 Survivors Benefits for employees. Each employee shall contribute ninety-three cents (\$.93) per pay period plus any additional employee contribution required by CalPERS regulations.

## **ARTICLE 12. INSURANCE**

### **Section 1. Medical, Dental, & Vision Plan**

- A. A mutual goal of the County and the Association is to limit and manage the impacts of health plan costs on both County employees and the County's Budget.
1. The County and the Association agree to continue, during the term of the MOU, to meet and work on long term options for payment of health care costs. For the term of this MOU, the parties agree to implement a standardized cost sharing for health insurance contribution rates, with the County paying sixty-five percent (65%) of the premium for full-time employees and the employee paying thirty-five percent (35%) of the premium. Annually, in the event of a rate increase, the rate increase shall be allocated based on the current contribution rate of sixty-five percent (65%) County and thirty-five percent (35%) employee paid.
  2. Health care coverage is based on a calendar year (January 1 – December 31). Rates for the ensuing calendar year for EDCDCCA shall be effective upon approval of the Board of Supervisors, but no earlier than the pay period containing December 1. Premiums for health insurance plans will be unblended.  
  
Effective the pay period containing December 1, the contributions shall be as per the health plan published rates.
  3. For part-time employees hired on or after September 7, 1991, the County will contribute a prorated share of the costs commensurate with the proration specified in Article 12, Section 2.F. The sum of the County and employee contribution shall constitute full payment, excluding deductibles, co-payments, and other fees and charged as specified by the Plan.
  4. For purposes of this Article, a full-time employee is defined as an employee in an allocated position whose regular work schedule on an ongoing basis is eighty

(80) hours of work in each pay period; a part-time employee is defined as an employee in an allocated position whose regular work schedule on an ongoing basis is less than eighty (80) hours of work in a pay period.

5. In order to be eligible for County contribution, except as otherwise required by law, a full-time employee must be in a paid status, e.g. the employee must receive pay from work hours, compensatory time off, vacation, or sick leave in accordance with paragraph 4 of this Section. An employee who is receiving Worker's Compensation temporary disability shall be eligible for continuation of the County's contribution until such time as eligibility for Worker's Compensation temporary disability ceases.
6. An employee who ceases to be eligible for County contributions must pay directly to Risk Management the full amount of employee and County contribution in order to retain benefit coverage under the County sponsored Health/Dental benefit plan.
7. The County will not contribute toward the cost of any plan other than those sponsored by the County.

B. Health Plan Benefits are described in the specific Plan Documents.

C. Enrollment

1. Employees may enroll themselves and their eligible dependents in accordance with the provisions of the Plan. Employees may opt not to be covered by a County sponsored medical/dental plan as allowed by law. In such case, neither the County nor the employee shall be required to make the contributions specified in this Article as allowed by law.
2. Open Enrollment periods will occur once every calendar year in October. During an Open Enrollment Period, eligible employees may enroll themselves and eligible dependents in the County sponsored health plan of their choice.

D. Terms and Conditions

1. County sponsored medical plan coverage starts the first day of the month following date of hire and ends the last day of the month of termination of employment. Health Plan coverage shall be in accordance with the provisions of the Plan. Employees who retire or who separate from County service may, at their own expense, continue to be enrolled in the County sponsored plan in accordance with provisions of the plan or as provided by law.

2. The parties agree that the County Medical/Dental/Vision Plan is a Defined Benefit Plan, and that the County is required to provide the specified benefits during the term of this MOU regardless of the level of contribution by the County and its employees.

E. Patient Protection and Affordable Care Act

The parties acknowledge that the Federal Patient Protection and Affordable Care Act (PPACA), its current and future related regulations and California law developed in response to the PPACA may create new requirements for the County and employees during the term of this Agreement.

**Section 2. Optional Benefit Plan**

The County shall provide each eligible full-time employee a contribution of six thousand two hundred forty dollars (\$6,240) per fiscal year, prorated over twenty-four (24) pay periods in which the employee is in a paid status for the full pay period or is on an approved leave of absence where they are receiving pay from vacation or sick leave for at least sixteen (16) hours in a pay period. Each prorated contribution shall not be deemed earned until the pay period in which it is paid. The County shall not make any contribution for employees not in an approved leave status or receiving less than sixteen (16) hours of pay. Employees receiving less than sixteen (16) hours of pay per pay period and therefore not eligible for a County contribution shall pay the total contribution necessary to continue health and dental benefits. The payment is to be made payable to El Dorado County, and provided to the Risk Management Division.

Optional benefits are specifically defined in the Optional Benefits Plan. Provisions generally include the following:

- A. El Dorado County Health Care Account - Eligible employees may elect to receive medical and dental benefits under the County Optional Benefits Plan.
- B. Supplemental Life Insurance - An employee eligible under this section may use the Optional Benefits Plan to purchase additional life insurance subject to the provision of the Optional Benefits Plan and respective life insurance plans.
- C. Dependent Care - An employee eligible under this section may use the Optional Benefits Plan for reimbursing dependent care expenses subject to the provisions of the Optional Benefits Plan.
- D. Un-reimbursed Health Care - An employee eligible under this section may use the Optional Benefits Plan to establish an account for reimbursing uninsured health care

expenses subject to the provisions of the Plan.

- E. Cash - An employee eligible under this section, who has elected to receive the employee's optional benefit or portion thereof in cash, may receive cash, which is taxable income, subject to the provision of the Plan. Employees who have elected to receive all or a portion of their optional benefit in cash shall receive such cash in equal prorated amounts over twenty-four (24) pay periods; provided, however, that the employee must have been in paid status during a pay period to receive that pay period's prorated optional benefit amount.
- F. Part-time Employee - A part-time employee, who on December 31, 1989 was provided with the full Optional Benefits Plan as a full-time employee, shall continue to be eligible for the full Optional Benefits Plan.
  - 1. An employee who is hired on or after January 1, 1990, and whose regular work schedule as documented on the Payroll Personnel Form is between sixty-four and seventy-nine (64-79) hours per pay period, will be entitled to the same Optional Benefits Plan for a full-time employee.
  - 2. A part-time employee who is hired on or after January 1, 1990, and whose regular work schedule as documented on the Payroll Personnel form is between forty and sixty-three (40-63) hours per pay period, will be entitled to receive seventy-five percent (75%) of the Optional Benefits Plan for a full-time employee.
  - 3. A part-time employee who is hired on or after January 1, 1990, and whose regular work schedule as documented on the Payroll Personnel form is between thirty-four and thirty-nine (34-39) hours per pay period, will be entitled to receive fifty percent (50%) of the Optional Benefits Plan for a full-time employee.
  - 4. A part-time employee who is hired on or after January 1, 1990, and whose regular work schedule is less than thirty-four (34) hours per pay period shall not be eligible for participation in the Optional Benefits Plan.
  - 5. A part-time employee may work additional or fewer hours than the employee's "ongoing" work schedule without change to the level of entitlement based upon the number of hours initially set forth on the Payroll Personnel Form prorated contribution.

The prorated entitlement level may only be changed by amending the Payroll Personnel Form, which documents a change to the ongoing work schedule.

### **Section 3. Employee Assistance Program**

The County agrees to maintain the Employee Assistance Program for employees in the Unit.

#### **Section 4. Retiree Health Insurance**

Subject to the provision of the Retiree Health Benefits Contribution Plan Document, an employee who retires from County service who has attained a cumulative total completed years of service (excluding extra help service and provisional) with the County as specified below shall be entitled to the percentage monthly contribution of the "employee only" medical coverage rate (strictly health and not to include dental or vision) toward a County-Sponsored Health Plan as follows:

Level 3	20 years plus	67%
Level 2	15-19 years	50%
Level 1	12-14 years	33%

- A. Part-time employees shall be treated in accordance with the Retiree Health Benefits Contribution Plan Document.
1. Miscellaneous provisions.
- a) An employee who retires may substitute up to fifty (50%) of the required County service required above with prior public service time with a county or city in the State of California.
- b) County contributions for all bargaining units under this program shall not exceed 1.2% of total County payroll costs during any given fiscal year pursuant to the provisions of the Retiree Health Benefits Contribution Plan Document. Retiree health contribution rates will be recalculated annually on a calendar year basis effective January 1 of each calendar year.
- B. Pursuant to the Letter of Agreement dated September 1, 2015, County contributions toward retiree health were discontinued for Unit members hired on or after June 30, 2009. However, Unit members hired into an allocated position (excluding extra help and provisional) on or after June 30, 2009, may continue to participate in the County-sponsored retiree health plan options at their own cost, provided they meet the criteria specified in the plan.
- C. In the event the County creates or allows participation in a new retiree health insurance plan for any other recognized bargaining unit, the parties agree to meet and confer on participation of Association employees hired on or after June 30, 2009.

## **Section 5. Life Insurance**

The County shall provide a group term life insurance plan in the amount of forty thousand dollars (\$40,000.00) for each regular full and part-time employee and limited term extra help employee whose ongoing regular work schedule as designated on the Payroll Personnel Form is at least sixty (60) hours of work per pay period. Accidental Death & Dismemberment coverage is included in this Plan.

## **Section 6. Plan Documents or Contracts Controlling**

While mention may be made in this MOU of various benefits and provisions of benefit programs, specific details of benefits provided under the County Health/Dental Plan, Life, Worker's Compensation and Long-Term Disability Programs shall be governed solely by the various plan documents or insurance contracts, and/or policies maintained by the County.

## **ARTICLE 13. HOURS & WORK SCHEDULES**

### **Section 1. Work Schedules**

The appointing authority shall fix the hours of work with due regard for the convenience of the public and the laws of the State and the County. The appointing authority shall assign employees to a regular work schedule and may change that schedule at the appointing authority's discretion.

The appointing authority shall give reasonable advance notice of a change in work schedule. An alternate work schedule which differs from the standard work schedule of the department may, at the sole discretion of the appointing authority, be approved provided that service to the public is not adversely affected.

### **Section 2. Overtime**

Employees shall work the necessary hours to perform their duties and responsibilities and shall not be entitled to receive overtime compensation.

## **ARTICLE 14. PROBATION**

Employees shall serve a one year probationary period from the date of appointment to a specific classification. An employee shall have his/her individual probationary period extended commensurately by each hour an employee is on authorized leave for more than ten (10) consecutive work days. Leaves include, but are not limited to, vacation, sick leave, compensatory time off, and leaves without pay, including leaves granted under the Family Medical Leave Act, California Family Rights Act, Pregnancy



Disability Leave, Americans with Disabilities Act, and Workers' Compensation Law. Employees who request and receive a temporary modified duty assignment due to medical conditions such that they are not performing the essential job functions of their position shall have their probationary period extended for each hour of such modified duty assignment. Nothing herein is intended to prevent the Appointing Authority from extending a probationary period one (1) time for a period not to exceed six (6) months to ensure that an employee has demonstrated all of the necessary skills and traits to successfully pass probation for the job classification.

## **ARTICLE 15. LAYOFF AND DEMOTION PROCEDURES UPON REDUCTION IN FORCE**

The following Layoff and Demotion Procedures upon Reduction in Force policy is hereby included as a part of this MOU. Such inclusion, however, shall not provide avenues of appeal beyond those contained in this Article.

### **Section 1. Policy**

When necessary, and directed by the Board of Supervisors, a reduction in the County's work force may be initiated by (1) lack of work, (2) lack of funds, (3) program or organizational changes resulting in a surplus of employees, or (4) elimination of a specific program or service. Insofar as possible, a reduction in force shall be accomplished by attrition. When it is determined by the Board of Supervisors that attrition will not provide relief for the condition warranting a reduction in the number of County employees, the Board of Supervisors may direct (1) a temporary layoff of up to ten (10) working days of specific employees or classifications without invoking the provisions of this policy, or (2) a specific layoff by classification, number of employees and department(s) pursuant to this policy.

### **Section 2. Procedure for Permanent Layoffs**

Reduction in Force occurs when the Board of Supervisors by Resolution amends the Authorized Personnel Allocation Resolution and/or adopts a Proposed or Final Budget that deletes specific positions by classification from the County Counsel's office.

- A. The Department of Human Resources, with the assistance of the County Counsel's Office, determines the individuals to be laid off for the initial classification in which a layoff is to occur and for succeeding lower level classification(s) if displacement by bumping (demoting in lieu of layoff) is anticipated in accordance with this Article according to retention points. A list of the classifications in which positions have been deleted along with the names and total retention points of employees in those classes shall be posted in the affected department and a copy mailed to the Association's current address. It is

the appointing authority's responsibility to ensure posting.

- B. Layoffs and displacements are made within the department and are not Countywide.
- C. Written notice of layoff shall be served on affected employees in person or by certified letter mailed to the last address on file with the Department of Human Resources. Notice will be served in person or mailed no later than thirty (30) calendar days prior to the effective date of separation. The thirty (30) calendar days shall include the effective date and the date served. Notice shall be deemed served upon the postmarking and logging of the certified letter by the County's mailroom or upon personal serving of the notice to the individual.
- D. The written layoff notice shall include the effective date of the separation (layoff), the reasons for the layoff, the seniority score of the employee, the formula by which the seniority score was computed (e.g., any unpaid leave taken, prior county service, etc.), displacement (bumping) rights, if any, rehire or restoration rights and the appeal rights. Such notice shall also set a specific deadline of not less than five (5) working days for when the affected employee must notify the Human Resources Department that the employee will be exercising their displacement rights.

### **Section 3. Order of Layoffs**

Layoffs will be determined based on an inverse order of retention points computed as per provisions listed below. Any required reduction in the number of employees shall be in the following order within the same classification:

- 1) Extra-help and provisional,
  - 2) Probationary employees serving an initial probationary period,
  - 3) Regular permanent full-time and part-time employees.
- A. Longevity in the Department- A full-time employee shall receive one (1) point for each full month of continuous service as a regular El Dorado County employee in the position of Associate County Counsel, Deputy County Counsel, Sr. Deputy County Counsel or Principal Assistant County Counsel. This includes probationary time. Part-time employees shall receive a proportional amount of longevity points based upon the number of hours worked. Less than a full month of service shall be prorated. It does not include service prior to employment, interruptions caused by resignation, dismissal, or transfer to extra-help status or disciplinary actions as defined in Article 16. It includes periods covered by authorized paid leaves of absences and service accrued before a previous layoff. The maximum number of retention points an employee can earn for longevity within the classifications covered by this MOU is not limited.

- B. Other County Service – An employee shall receive up to twelve (12) retention points (one [1] point for each month of full-time service up to twelve [12] points) in any other classification within the County, if that other County service immediately preceded without break in service the employee's service as an Associate County Counsel, Deputy County Counsel, Sr. Deputy County Counsel, or Principal Assistant County Counsel.
- C. Performance/Disciplinary Action - An employee who received an involuntary demotion as a disciplinary action will have twelve (12) points deducted from that employee's retention points. An employee who receives a suspension will have one-half (.5) point per day of suspension deducted from the employee's retention points, with a maximum deduction of twelve (12) points. The loss in retention points due to a suspension will sunset after three (3) years from the effective date of the action and the lost retention points will be restored to the employee.
- D. Calculation of Retention Points – For the purpose of calculating retention points, all classifications covered by the MOU (Associate County Counsel, Deputy County Counsel, Senior Deputy County Counsel, and Principal Assistant County Counsel) shall be treated as one classification (Example: The Board of Supervisors determines to lay off one (1) Sr. Deputy County Counsel. Employee A was hired by the department fifty (50) months ago as a Sr. Deputy County Counsel; Employee A would have fifty (50) longevity retention points. Employee B was hired as a Deputy County Counsel sixty (60) months ago and was promoted to Sr. Deputy County Counsel twelve (12) months ago. Employee B would now have sixty (60) longevity retention points as a Sr. Deputy County Counsel). Assuming there had been no disciplinary actions or unpaid leaves Employee A would be subject to lay-off or demotion from Sr. Deputy County Counsel before Employee B.
- E. Ties – In cases where two (2) or more employees are tied with the same number of retention points, the following factors shall be considered in order for the purpose of breaking the tie: Total County service (including County service prior to the most current period of employment); the scores on any evaluations done within the preceding three (3) years, and any disciplinary actions, including letters of reprimand, notwithstanding the sunset provision contained in Article 15, Section C.
- F. Volunteers for Layoff – An employee who occupies a class affected by a layoff and/or displacement may volunteer to be laid off in place of another employee who has fewer retention points and who would otherwise be laid off. Such employee shall be entitled to the same rights and restoration privileges as other employees in accordance with this Article.

#### **Section 4. Layoff Privileges**

The following are the options open to affected individuals in each layoff instance:

- A. Displacing in a Lower Class - An employee affected by layoff may at his/her discretion in lieu of layoff displace an employee in a lower classification who has fewer retention points, whether or not the affected employee was previously employed in that lower classification. (Example: the Board of Supervisors determines to lay off a Sr. Deputy County Counsel. Employee A, the Senior Deputy County Counsel with the fewest retention points, has fifty (50) points. Employee A may elect to displace a Deputy County Counsel who has forty-nine (49) points or fewer, even if Employee A was initially hired as a Sr. Deputy County Counsel and never served as a Deputy County Counsel). Displacement in lieu of lay off is considered a voluntary demotion.
  
- B. Restoration – Restoration shall be in inverse order of layoff. Names of employees with permanent status who have been laid off will be placed on an appropriate restoration list for their classification and department in order of Retention Points accumulated in the respective classification. The list will extend for a period of two (2) years from the date of layoff. Employees shall also have restoration rights to a classification which has been replaced by a reclassification of the classification which the person previously held permanent status, provided that the duties have remained essentially the same.

This list shall be maintained in the Human Resources Department. This includes employees taking voluntary demotions in lieu of layoff who shall be placed on a restoration list for the class from which they were reduced.

Three (3) refusals to accept restoration from a departmental layoff list will remove the eligible individual's name from that list unless the offer of restoration is in excess of twenty five (25) miles from the geographical location of the position from which the employee was laid off. A person notified of an offer of restoration must respond within ten (10) working days from the mailing date. Offers of restoration shall be sent by first class mail to the last address on file in the Human Resources Department. It is the employee's responsibility to ensure that a current address is provided to the Human Resources Department.

- C. Transfer and Demotion – Employees to be laid off may be permitted to transfer or demote at the discretion of the appropriate appointing authority(s) prior to the layoff effective date. Transfer or demotion may be made to any funded vacant position where the employee meets the minimum qualifications. However, transfer will not be permitted to a position in another County department if a departmental layoff list exists for that class. When an employee transfers or demotes in accordance with provisions of this Article and is required by the appointing authority to complete a new probationary period, which results in his/her rejection during probation, he/she shall not be required to forfeit his status on any layoff list.

- D. Placement In Other Departments – In accordance with rules on order of layoff, an employee who shall be laid off shall have a right to be placed in a vacant position in the same class in another department which the department has determined to fill. Referral to a vacant position shall be offered based upon the inverse order of layoff. The new appointing authority shall have up to ninety (90) days to evaluate the employee's performance. If the appointing authority determines that the employee's performance does not meet job standard, the employee will be returned to the layoff list. The employee will, in accordance with the rules on restoration, be eligible for placement in another vacant position in the same class which a department has determined to fill, according to the provisions above.
- D. Separation from County Service – Employees who are to be laid off have the option of leaving County service rather than displacing in a lower class, transferring or demoting. In the event an employee is laid off for an indefinite period, he/she may, upon request, receive payment for those benefits normally given to terminated employees.
- F. Employment Interviews – Appointing authorities who are referred the names of individuals designated for layoff and who have requested transfers shall personally ensure that such persons are provided an employment interview.
- G. Status on Restoration – An employee who has been laid off or voluntarily reduced under the provisions of this Article and subsequently restored in their former classification within a two (2) year period from the date of his/her layoff or voluntary reduction shall receive the following considerations and benefits:
  - 1. All sick leave credited to the employee's account when laid off shall be restored, unless the employee received compensation for such sick leave at the time of the layoff.
  - 2. All Retention Points held upon layoff shall be restored.
  - 3. All prior service shall be credited for the purpose of determining sick leave and vacation earning rates, longevity pay increases and time in step.
  - 4. The employee shall be placed at the step of the salary range that was held at the time of the layoff.
- H. Meet and Confer – Prior to the actual layoffs, the County's representatives and the Association shall, at the request of the Bargaining Unit, meet and confer over the practical effects of the proposed layoffs.

## **Section 5. Appeal of Layoff**

### **A. Right of Appeal**

1. Permanent employees receiving a notice of layoff shall have the right to appeal solely on the issue of whether or not there was compliance with the procedures prescribed in this Article.
2. The right of appeal is limited to the scope and process provided in this Section 5, Appeal of Layoff.
3. The scope of any appeal shall not include such issues as the need for layoff, the reasons for layoff, or the exercise of other County prerogatives involved in layoff.
4. Probation, Provisional, Temporary and Extra Help employees have no right of appeal of a notice of layoff. Questions and disputes regarding permanent status shall be determined by the Civil Service Commission in accordance with their rules, regulations and procedures.

#### B. Notice and Timing of Appeal

1. Appeals shall be filed in writing with the Director of Human Resources.
2. Appeals shall be filed within five (5) working days after the date of service of the notice of layoff as provided in Article 15, Section 2.C.
3. The notice of appeal shall state the employee's reasons for the appeal consistent with Article 15, Section 5.A.

#### C. Responsibilities of the Director of Human Resources or Designee

1. The Director of Human Resources or designee shall within three (3) working days of receipt of an appeal, forward a copy of the appeal to the Association.
2. The Director of Human Resources or designee shall within three (3) working days of receipt of an appeal, determine which employees, if any, will be adversely affected if the appeal is successful and notify all employees potentially adversely affected by the appeal.

#### D. Layoff Arbitration Panel. A tripartite Layoff Arbitration Panel shall be appointed to hear all appeals having the same effective date for layoff.

1. Appeals shall be heard by a tripartite panel consisting of:
  - a. A representative designated by the Director of Human Resources.
  - b. A representative designated by the Association.

c. A neutral member selected in accordance with Article 15. Section 5.D.2.

2. The neutral Layoff Arbitration Panel member shall be chosen by:

a. Mutual agreement between the County and Association or their designated representatives within five (5) working days of notification to the Association of an appeal.

b. If the County and the Association fail to name a neutral arbitration panel member within five (5) working days of notification to the Association of the appeal, a member of the Civil Service Commission (CSC) shall serve as the neutral third member of the arbitration panel.

1) Either party may notify the Chair of the CSC of their inability to agree on a neutral;

2) Either party may notify the Chair of the CSC if they desire that a member of the CSC serve as the neutral member of the Layoff Arbitration Panel in lieu of agreement on a third party;

3) The Chair of the CSC shall name a member of the CSC to serve as the neutral member of the Layoff Arbitration Panel and an alternate.

3. The Layoff Arbitration Panel shall convene and open the hearing within fifteen (15) working days of the initial filing of the appeal. Representatives to the arbitration panel shall be named with primary consideration being given to their availability to meet within the fifteen (15) working day time limit.

a. If either or both parties fail to name a representative who can meet within the time limit, the CSC Chair shall name a member (s) of the CSC to service as a 2nd, and if necessary, 3rd neutral in lieu of the failure of either or both parties to provide an available representative.

b. If the Civil Service Commissioner(s) designated, or the alternate, cannot serve within the time limit, the Chair shall designate another Civil Service Commissioner(s) who can serve within the time limit.

#### E. Hearing Process

1. The employee filing the appeal and all other potentially affected employees will be notified of the date, time and place of the hearing not less than two (2) working days in advance of the hearing.

2. The neutral member shall serve as Chair of the Layoff Arbitration Panel.

3. The hearing shall be conducted in accordance with standard administrative hearing procedures used by the CSC.
4. In addition to hearing such evidence and witnesses as the parties, including any employees potentially affected by the appeal, may call, the Layoff Arbitration Panel may question witnesses and call such witnesses as they deem appropriate.

F. Decision

1. The Layoff Arbitration Panel shall issue their written decision within two (2) working days of closing the hearing.
2. The decision of the Layoff Arbitration Panel shall be final and binding on all parties.

## **ARTICLE 16. DISCIPLINARY APPEALS**

A regular employee represented by this unit who has obtained civil service status shall have the right to appeal a termination, demotion in class or salary step, or suspension without pay. Such appeal shall be in accordance with the provisions of Personnel Rules Part 12, Disciplinary Actions.

## **ARTICLE 17. GRIEVANCE PROCEDURE**

### **Section 1. Intent**

It is the intent of this procedure to provide for an orderly and equitable procedure for the resolution of misunderstanding and disputes between the County and its employees and/or the Association. The use of this procedure in resolving employee grievances shall not be held against any employee.

### **Section 2. Informal Discussion**

Every effort should be made to settle grievances, performance issues and related disputes at the lowest level of supervision possible. If an employee has a complaint relating to a work situation, the employee is encouraged to request a meeting with his/her immediate supervisor and may seek assistance from a shop steward and/or labor representative to discuss the problem in an effort to clarify the issue and to work cooperatively toward settlement.



### **Section 3. Scope of Grievances**

- A. A grievance is a claimed violation, misapplication, or misinterpretation of the provisions of a MOU or employee protections contained in ordinances, resolutions, written Personnel Rules or written policies, adversely affecting an employee's wages, hours, or conditions of employment.
- B. Specifically, excluded from the scope of grievances are:
  - 1. Subjects involving the amendment or change of Board of Supervisor's resolutions and ordinances, which do not incorporate the provisions of this MOU or other employee protections contained in ordinances, resolutions, personnel rules, or written policies.
  - 2. Discrimination complaints that allege violations of equal employment opportunity laws or employment discrimination. Such complaints shall be processed pursuant to the County Policy "Prohibiting Discrimination, Harassment and Retaliation".
  - 3. Appeals of the Layoff and Demotion Procedures upon Reduction in Force Articles and Policies, which fall under the appeal process contained within that policy.
  - 4. Appeals of disciplinary actions resulting in termination, demotion, or suspensions without pay. Such appeals shall be processed pursuant to the County's Civil Service Appeal Procedure.
  - 5. Internal department operational policies and procedures that determine the methods, processes, means and places of providing services, except as those policies affect the terms and conditions of employment.

### **Section 4. Definitions**

- A. Grievant- A grievant is 1) an employee in the unit who is filing a grievance as defined herein, or 2) if two (2) or more employees have essentially the same grievance, they may, if approved by the Director of Human Resources or designee, submit their combined grievances as one (1) grievant. The Association may initiate a grievance where actions or policies directly affect employees in the Unit represented by the Association.
- B. Working Day - Shall mean day(s) in which the County's main administration office is open for business.

### **Section 5. Grievance Procedure**

The grievance procedure shall consist of the following steps, each of which must be

completed prior to any request for further consideration of the matter unless waived by mutual consent or as otherwise provided herein.

A. Employee-Initiated Grievance

1. The employee shall prepare a written grievance within twenty-five (25) working days of the incident or occurrence giving rise to the complaint. The employee shall submit the grievance to the immediate supervisor and appointing authority or designee. The grievance shall describe the issue and identify the Article of the MOU or section of written policy, rule, resolution, or ordinance that the employee feels has been violated as well as the requested remedy.
2. The appointing authority or designee shall investigate the grievance. The appointing authority or designee's investigation should include a meeting with the grievant and their representative. The appointing authority or designee shall respond to the grievance in writing within ten (10) working days of receipt of the grievance. The appointing authority shall sign the response to the grievance.
3. If the appointing authority or designee manager's written response does not resolve the grievance, the grievant, within five (5) working days, shall submit the grievance to the Director of Human Resources or his/her designee. The Director of Human Resources' designee shall not be from the same department(s) where the grievance arose.
4. The Director of Human Resources or designee shall investigate the grievance. The Director of Human Resources' or designee's investigation should include meeting with the grievant or his/her representative. The Director of Human Resources or designee shall respond to the grievance, in writing, within fifteen (15) working days.

B. Association Initiated Grievance

1. The Association shall submit a written grievance to the Director of Human Resources or designee within twenty-five (25) working days of the incident giving rise to the grievance, with copies to affected appointing authorities.
2. The Director of Human Resources or designee shall investigate the grievance and shall issue a written response to the grievance within twenty (20) working days.

**Section 6. Arbitration**

- A. If the Director of Human Resources' or designee's written response to either an employee or Association initiated grievance fails to resolve the grievance, the

Association may submit the grievance to arbitration for resolution. The decision of the arbitrator is final and binding on all parties, subject to ratification by the Board of Supervisors if the decision requires an unbudgeted expenditure.

- B. The grievant's representative and the Director of Human Resources or designee shall attempt to mutually agree on an acceptable arbitrator for the dispute. If no agreement can be reached on an arbitrator within five (5) working days, a list of seven (7) names from the California State Conciliation and Mediation Service shall be obtained. The parties shall alternately strike names until only one name remains, which name shall be the arbitrator in the dispute. The party to strike the first name shall be chosen by lot. The arbitrator shall have no power to add to, subtract from, alter, modify or go beyond the applicable provisions of the MOU.
- C. Upon mutual agreement, in lieu of arbitration, the parties may determine to submit the matter to the CSC for final resolution, subject to ratification by the Board of Supervisors if the decision requires an unbudgeted expenditure.

#### **Section 7. Basic Rules**

- A. Costs – All costs of arbitration or CSC incurred jointly by both parties to the final resolution process shall be borne equally by the parties. Costs incurred separately shall be borne by the party incurring them. Upon expiration of this MOU, the County shall bear the cost of any grievance heard by the CSC. The County and Association shall continue to share equally in the cost incurred jointly by both parties for arbitration heard after the expiration of this MOU.
- B. Time Limits – If a grievant or the Association fails to carry his/her grievance forward to the next level within the prescribed time period, the grievance shall be considered settled based upon the decision rendered at the most recent step utilized. If a supervisor or manager fails to respond with an answer within the given time period, the grievant may appeal his/her grievance to the next higher level. Time limits may be waived by mutual written consent of the parties.
- C. Representation – The grievant may be accompanied by a shop steward or one other County employee of his/her choice at the informal level of this procedure. At the formal and final stages of this grievance procedure, an employee may be represented by a shop steward or person designated by the Association unless otherwise agreed upon by the Association and Director of Human Resources or designee.
- D. Shop Stewards – The Association may designate a reasonable number of shop stewards who will be available to assist employees with grievances. Only such shop stewards as are recognized by the Director of Human Resources or designee will be given release time as provided below.

- E. Release Time – The grievant may take reasonable County time without loss of pay to prepare his/her grievance and meet with County representatives regarding the grievance.

Association designated shop stewards may take a reasonable amount of time, as determined by the Director of Human Resources or designee, without loss of pay to assist a grievant in preparing and presenting a grievance. Only one (1) shop steward will be allowed release time to assist any one (1) grievant or on any one (1) grievance.

## **ARTICLE 18. RENEGOTIATIONS**

### **Section 1. Successor Agreement**

In the event that either party desires to negotiate a successor Memorandum, the party shall serve upon the other its written request to commence negotiations, provided that the Parties shall commence negotiations for a successor MOU on or before February 1, 2019, absent mutual agreement to the contrary.

### **Section 2. Notification of Representative**

The parties shall notify one another of the names of their designated representatives at least thirty (30) days in advance of the first meeting.

### **Section 3. Negotiations During Work Hours**

Association representatives, not to exceed three (3) in number, shall be granted reasonable time off without loss of compensation or other benefits in order to participate in negotiations. Every effort shall be made to schedule negotiations during regular business hours to the extent practicable. Participation in negotiations does not release any employee from responsibilities of their full-time employment requiring immediate attention or action (for example, schedule court appearances or emergency callback).

## **ARTICLE 19. PEACEFUL PERFORMANCE**

The parties to this MOU recognize and acknowledge that the services performed by the County employees covered by this Agreement are essential to the public health, safety, and general welfare of the residents of the County of El Dorado. The Association agrees that under no circumstances will the Association recommend,

encourage, cause or permit its members to initiate, participate in, nor will any member of the Unit take part in any strike, sit-down, stay-in, sick-out, slow-down or picketing (hereinafter collectively referred to as work stoppage) in any office or department of the County, nor to curtail any work or restrict any production, or interfere with any operation of the County. Nor will this organization recognize the strike or job action of any organization or engage in any sympathy strike by recognizing the strike, job action or picket lines of any other organization. In the event of any such work stoppage by any member or the Unit, the County shall not be required to negotiate on the merits of any dispute that may have given rise to such work stoppage until said work stoppage has ceased.

In the event of any work stoppage during the term of this MOU, whether by the Association or by any member of the Unit, the Association by its officers shall immediately declare in writing and publicize that such work stoppage is illegal and unauthorized, and further direct its members in writing to cease the said conduct and resume work. Copies of such written notice shall be served upon the County. In the event of any work stoppage the Association had not otherwise authorized, permitted or encouraged, the Association shall not be liable for any damages caused by the violation of this provision. However, the County shall have the right to discipline, to include discharge, any employee who instigates, participates in, or gives leadership to any work stoppage activity herein prohibited, and the County shall have the right to seek full legal redress, including damages, against any such employee.

### **Section 1. Job Actions – Sick-Outs**

Variance from Personnel Rule 1404, Sick Leave - Whenever the CAO or designee determines that an increase in absenteeism due to a job action or sick out is significantly and detrimentally affecting the ability of one or more departments to carry out functions, the CAO or designee may declare that this Section shall be in force and the following rules shall apply. These requirements shall stay in effect for all purposes until after the CAO determines that the increased incidence of absenteeism and the threat of such increased incidence of absenteeism have abated.

- A. The appointing authorities of the departments specified in the CAO declaration shall require that each employee who is unable to report for duty due to illness or injury that is requesting sick leave shall provide a certificate completed and signed by a licensed physician or other qualified medical professional. This certificate shall show that the physician examined the employee during the period of absence from work, state the date of each examination, describe the physician's diagnosis of the employee's illness or nature and extent of the employee's injury and certify that the physician has recommended that the employee be excused from work for medical reasons, and the specific number of days of the recommended excuse. Such medical verification shall be provided to the appointing authority within three (3) working days of the employee's return to work.

- B. The employee shall also provide a sworn affidavit justifying their claim of sick leave. Such affidavit shall be provided to the employee by the appointing authority upon their return to work. Each request for sick leave time will be evaluated individually at the time the required documentation is received.
- C. An employee shall not be allowed sick leave credit and shall not be compensated for any period of absence unless the employee has complied with the requirements of this policy and unless the information provided therein and otherwise required of or provided by the employee is deemed to substantiate the claimed illness or injury. The employee may appeal a denial of sick leave through the County's Grievance Procedure.
- D. It is recognized that the facts which constitute the basis for use of sick leave may vary considerably from employee to employee and that in rare instances, the specific requirements of this rule may not be appropriate or feasible. Accordingly, discretionary variances, (but not waivers from the requirements of these rules) may be considered and allowed by the CAO or designee. Any such variance shall, if feasible, provide for an acceptable alternative means by which the employee involved shall provide assurance of the existence of facts which are adequate as a basis for proper use of sick leave.

## **ARTICLE 20. FULL UNDERSTANDING, MODIFICATION, WAIVER**

This MOU sets forth the full and entire understanding regarding the matters set forth herein, and any other prior or existing understandings or agreements relating to such matters are hereby superseded or terminated as appropriate. It is agreed and understood that each party hereto voluntarily and unqualifiedly waives its rights to negotiate, and agrees that the other party shall not be required to negotiate, with respect to any matter covered herein during the term of this MOU.

No agreement, alteration, understanding, variation, waiver or modification of any of the terms or provisions contained herein shall in any manner be binding upon the parties, unless made and executed in writing by all the parties hereto, and if required, approved and implemented by the County.

## **ARTICLE 21. SEVERABILITY**

If any provisions of this MOU are held to be contrary to law by a court of competent jurisdiction, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

## **ARTICLE 22. ECONOMIC HARDSHIP**

At any time after the effective date of this MOU, upon thirty (30) calendar days written notice to the Association, the County may reopen this agreement for renegotiation regarding future increases in compensation if a financial shortfall in the County budget has occurred that has caused the Board of Supervisors to actually reopen negotiations with other employee groups negotiated MOUs or adopted Salary and Benefit Resolution, except with respect to any salaries governed by the County Personnel Rules. Any notice provided subject to this section must include evidence demonstrating the basis for the claim of hardship.


## **ARTICLE 23. DRUG FREE WORK PLACE**

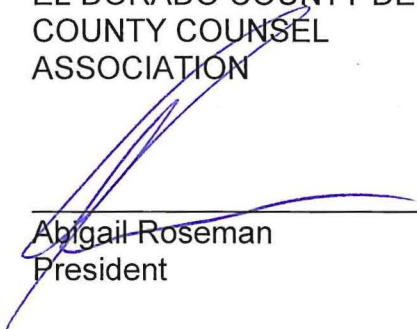
The County and the Association agree that they are committed to providing and maintaining a drug free work place in accordance with the Drug Free Work Place Act of 1988. It is understood that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the work place and that violation of this provision would subject the employee to disciplinary action. An employee may possess a prescription medication lawfully obtained via a prescription from a licensed medical doctor. The County has a zero tolerance standard for employees being under the influence of or in possession of alcohol and/or drugs while at work. Reasonable effort will be made to inform employees about the dangers of drug abuse in the work place, the availability of any counseling or rehabilitation, as well as the Employee Assistance Program, and that disciplinary action may be imposed upon employees for drug abuse violations occurring in the work place or affecting work performance. The Parties shall discuss the adoption of a reasonable suspicion drug testing policy during the term of this MOU.

In witness whereof, the parties hereto have caused this Memorandum of Understanding to be executed by affixing their signatures below.

COUNTY OF EL DORADO

EL DORADO COUNTY DEPUTY  
COUNTY COUNSEL  
ASSOCIATION

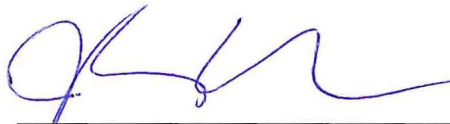
  
\_\_\_\_\_  
Jack Hughes  
Liebert, Cassidy, Whitmore  
Lead Negotiator for the County

  
\_\_\_\_\_  
Abigail Roseman  
President


Date 9-28-18

Date 9/27/18

  
\_\_\_\_\_  
Tameka Usher  
Human Resources Director


  
\_\_\_\_\_  
Janeth San Pedro  
Deputy County Counsel

Board of Supervisors

  
\_\_\_\_\_  
Michael Rinalli, Chair

Date 10/1/18

ATTEST: James S. Mitrison,  
Clerk of the Board of Supervisors

By   
\_\_\_\_\_  
Deputy Clerk

Date 10/1/18





RESOLUTION NO. 212-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the title change as set forth below, and amends the Authorized Personnel Allocation, effective the first pay period following adoption.

Classification Specification Title Change			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
3136	Manager of Geographic Information Systems	Geographic Information Systems Manager	MA
3109/3110	Geographic Information Systems Specialist I/II	Geographic Information Systems Technician I/II	GE

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 9th day of October, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Veerkamp, Hidahl, Ranalli

Noes: None  
Absent: None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: Kynga Scheuffenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 214-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, Payrates must be reported to the California Public Employees' Retirement System in accordance with Government Code Sections 20636 and 7522.34(a), as well as California Code of Regulations 570.5; and

**WHEREAS**, California Code of Regulations 570.5 requires the payrate to be limited to the amount listed on a pay schedule that meets the following requirements: (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws; (2) Identifies the position title for every employee position; (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range; (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website; (6) Indicates an effective date and date of any revisions; (7) Is retained by the employer and available for public inspection for not less than five years; and (8) Does not reference another document in lieu of disclosing the payrate; and

**WHEREAS**, on October 9, 2018 (Legistar # 18-1472), the Board of Supervisors approved and adopted the new classification titles of Geographic Information Systems Manager and Geographic Information Systems Technician I/II.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt and amend the County's Salary Schedule, effective the pay period beginning October 13, 2018, to include the title changes as adopted on October 9, 2018 (Legistar # 18-1472).

Classification Specification Title Change			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
3136	Manager of Geographic Information Systems	Geographic Information Systems Manager	MA
3109/3110	Geographic Information Systems Specialist I/II	Geographic Information Systems Technician I/II	GE

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 9th day of October, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Veerkamp, Hidahl, Ranalli

Noes: None  
Absent : None

Attest:  
James S. Mitrissin  
Clerk of the Board of Supervisors

By: Kyma Schaffner  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 215-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

WHEREAS, the Human Resources Department conducted a classification study of a single position (Internal Auditor) in the Auditor-Controller’s Office; and

WHEREAS, the Internal Auditor position is recommended for reclassification to Principal Financial Analyst; and

WHEREAS, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

WHEREAS, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County.

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

BE IT FURTHER RESOLVED, that the Board of Supervisors of the County of El Dorado does hereby adopt the reclassification/allocation changes as set forth below, abolishes the class specification of Internal Auditor, and amends the Authorized Personnel Allocation Resolution #132-2018, effective the first pay period following adoption.

Reclassification/Allocation Changes						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Auditor-Controller	1299	Internal Auditor	1.0	1.0	-1.0	0.0
Auditor-Controller	1300	Principal Financial Analyst	1.0	1.0	+1.0	2.0

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 4th day of December, 2018, by the following vote of said Board:

Ayes: Hidahl, Frentzen, Novasel, Veerkamp, Ranalli

Noes: None  
Absent : None

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 216-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, a primary concept of the County's compensation philosophy is to ensure transparency; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the new salary range as set forth below, effective the pay period beginning October 27, 2018.

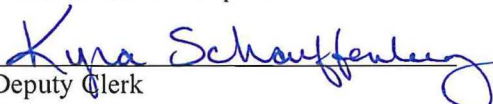
Job Class. No.	Group	Classification	Old Salary Range	New Salary Range
1264	UD	Registrar of Voters	\$40.34 – \$49.04 \$6,992.27 – \$8,500.27	\$48.85 - \$59.37 \$8,467.33 - \$10,290.80

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 9th day of October, 2018, by the following vote of said Board:

Ayes: Frentzen, Novasel, Ranalli, Veerkamp, Hidahl

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 229-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, Payrates must be reported to the California Public Employees' Retirement System in accordance with Government Code Sections 20636 and 7522.34(a), as well as California Code of Regulations 570.5; and

**WHEREAS**, California Code of Regulations 570.5 requires the payrate to be limited to the amount listed on a pay schedule that meets the following requirements: (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws; (2) Identifies the position title for every employee position; (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range; (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website; (6) Indicates an effective date and date of any revisions; (7) Is retained by the employer and available for public inspection for not less than five years; and (8) Does not reference another document in lieu of disclosing the payrate; and

**WHEREAS**, on October 9, 2018 (Legistar # 18-1528), the Board of Supervisors approved and adopted the new salary for the Registrar of Voters classification.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt and amend the County's Salary Schedule, effective the pay period beginning November 10, 2018, to include the Registrar of Voters new salary.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 30th day of October, 2018, by the following vote of said Board:

Ayes: Hidahl, Novasel, Frentzen, Ranalli

Attest:  
James S. Mitrising  
Clerk of the Board of Supervisors

Noes: None  
Absent : Veerkamp

By: Kyra Schaffenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



RESOLUTION NO. 231-2018

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the title changes as set forth below, and amends the Authorized Personnel Allocation, effective the date of adoption by the Board of Supervisors.

Classification Specification Title Change			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
1506	Risk Management Technician	Risk Technician	CO
1501/1502	Risk Management Analyst I/II	Risk Analyst I/II	UM

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 30th day of October, 2018, by the following vote of said Board:

Ayes: Hidahl, Novasel, Frentzen, Ranalli

Noes: None  
Absent : Veerkamp

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



## RESOLUTION NO. 234-2018

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the title changes as set forth below, and amends the Authorized Personnel Allocation, effective the first pay period following adoption.

Classification Specification Title Change			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
1503	Sr. Risk Management Analyst	Sr. Risk Analyst	UM

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 13th day of November, 2018, by the following vote of said Board:

Ayes: Frentzen, Veerkamp, Ranalli, Novasel, Hidahl

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: Kyra Schaufenberg  
Deputy Clerk

Michael Ranalli  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 245-2018**

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

**WHEREAS**, the El Dorado County Employee's Association, Local No. 1 (Local 1) represents employees in the General (GE), Professional (PL), and Supervisory (SU) bargaining units, and

**WHEREAS**, the County of El Dorado (County) and Local 1 executed a Memorandum of Understanding (MOU) for the period of July 1, 2017 to June 30, 2020, and

**WHEREAS**, the July 1, 2017 to June 30, 2020 MOU provides for Local 1 and County to reopen negotiations on the implementation of the County's Wage and Compensation Study and/or reopen on wages effective July 1 of 2018 and 2019, and to negotiate longevity pay within year two (2) and/or year three (3) of the MOU term, and

**WHEREAS**, representatives of County and Local 1 have met and negotiated in good faith on these matters since May 23, 2018, and

**WHEREAS**, said representatives have reached, and wish to memorialize, an agreement for employees in the GE, PL, and SU bargaining units, and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors for the County of El Dorado approves, adopts and authorizes the Chair to sign the Letter of Agreement that is attached and incorporated herein between the County of El Dorado and El Dorado County Employee's Association, Local No. 1, representing employees in the General, Professional, and Supervisory bargaining units.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 4th day of December, 2018, by the following vote of said Board:

Ayes: Frentzen, Hidahl, Ranalli, Novasel, Veerkamp

Noes: None  
Absent : None

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



**ORIGINAL**

**Letter of Agreement  
Between the County of El Dorado  
and the  
El Dorado County Employees Association, Local No. 1  
Representing Employees in the  
General (GE), Professional (PL), and Supervisory (SU) Bargaining Units**

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Whereas, the El Dorado County Employee's Association, Local No. 1 (Local 1) represents employees in the General (GE), Professional (PL), and Supervisory (SU) bargaining units, and

Whereas, the County of El Dorado (County) and Local 1 executed a Memorandum of Understanding (MOU) for the period of July 1, 2017 to June 30, 2020, and

Whereas, the MOU provides for Local 1 and County to reopen negotiations on the implementation of the County's Wage and Compensation Study and/or reopen on wages effective July 1 of 2018 and 2019, and to negotiate longevity pay within year two (2) and/or year three (3) of the MOU term, and

Whereas, representatives of County and representatives of Local 1 have met and negotiated in good faith and reached an agreement that satisfies both the year two (July 1, 2018) and year three (July 1, 2019) compensation and longevity reopeners for the MOU, and

Now, therefore, County and Local 1 agree to amend the MOU as follows:

**Article 3. County Rights**

County retains, solely and exclusively, all the rights, powers and authority exercised or held prior to the execution of this MOU, except as expressly limited by a specific provision of this MOU. Without limiting the generality of the foregoing, the rights, powers, and authority retained solely and exclusively by County and not abridged herein, include, but are not limited to, the following: to manage and direct its business and personnel; to manage, control, and determine the mission of its departments, building facilities, and operations; to create, change, combine or abolish jobs, departments and facilities in whole or in part; to direct the work force; to increase or decrease the work force and determine the number of employees needed; to hire, transfer, promote and maintain the discipline and efficiency of its employees; to establish work standards, schedules of operation and reasonable work load; to specify or assign work requirements and require overtime; to schedule working hours and shifts; to adopt rules of conduct; to determine the type and scope of work to be performed by County employees and the services to be provided; to classify positions, to establish initial salaries of new classifications; to determine the methods, processes, means, and places of providing services and to take whatever action necessary to prepare for and operate in an emergency.

Nothing in this Article is intended to alter the post-agreement rights of the respective parties as established by law to meet and confer on changes which would effect the wages, hours, and other

terms and conditions of employment, except, however that the scope of representation shall not include consideration of the merits, necessity, or organization of any service or activity provided by law or executive order.

**Article 6. Section 1.** Wages

**YEAR #1:** The current wage scale for all represented classes shall remain the same for the first year of the MOU. In addition to their current wage, each regular employee who is a member of this bargaining unit who is employed on the date the Board of Supervisors signs this MOU, shall be paid a one-time amount of \$2,400 lump sum payment, minus applicable payroll deductions, no later than the third full pay period following Board of Supervisors' final approval of this MOU.

In addition, the EDCEA and the County agree to continue negotiations with respect to the application of the Classification and Compensation Study.

**YEAR #2:** Effective the first full pay period following Board of Supervisors adoption of the side letter that completes the negotiation, the County will increase base wages for benchmark job classifications and classifications tied to those benchmarks to approximately 10.0% (+/- 1%) behind the market median utilized by the County based on the results of the 2018 benchmarks survey update, provided, however, that each classification shall receive at least a 1% base wage increase.

Effective the first full pay period following Board of Supervisors adoption of the side letter that completes the negotiation, the County will provide a \$2,400.00 per person lump sum payment, minus applicable payroll deductions, for those who were limited term employees represented by this Unit when the Board of Supervisors adopted the July 1, 2017 to June 30, 2020 MOU, and who continue to be represented by this Unit, without break in service, at this time, as either a regular or limited term employee, provided the employee has not previously received a one-time lump sum payment as either a limited term or regular employee during the term of this MOU.

**YEAR #3:** Effective the first full pay period in July, 2019, the County will increase base wages for benchmark job classifications and classifications tied to those benchmarks to approximately 8.0% (+/- 1%) behind the market median utilized by the County based on the results of the 2018 comparable agency survey.

During the term of this Memorandum of Understanding, the County has the non-appealable right to increase compensation for any classification covered by this Agreement. Prior to implementing any wage increase, the County shall notify, and provide the opportunity to discuss, its intention with Local 1.

**Article 6. Section 2.** Compensation Administration (Subsection D)

D. Salary Status upon Reemployment

A full-time or part-time employee who resigns in good standing and is reappointed in the same or closely related class within the same classification series within two (2) years of resignation shall be eligible, with the approval of the appointing authority, to be reappointed at any step up to and including the salary step received prior to resignation. If the appointing authority wishes to rehire the employee at a step which exceeds the step paid at the time of resignation, approval shall be required consistent with the Personnel Rules. For purposes of vacation accrual and shift selection, such an employee shall receive credit for the amount of prior service in effect at the time of resignation and shall be restored to the place on the vacation accrual table and the shift selection order in effect at the time of resignation.

A full-time or part-time employee who resigns in good standing and is re-employed by the County in a classification in a different class series or a higher class from which the employee resigned shall, for purposes of vacation accrual, receive credit for the amount of prior service in effect at the time of resignation and shall be restored to the place on the vacation accrual table in effect at the time of resignation.

**Article 7. Section 5.** Tahoe Employment Differential

In recognition of limited choices of health care plans, providers, and associated costs in the Tahoe Basin, eligible employees shall receive a total of ninety-two dollars and thirty cents (\$92.30) biweekly; part-time employees shall receive a bi-weekly total of forty-six dollars and fifteen cents (\$46.15).

Eligible employees are those employees who meet one of the following criteria:

1. The employee resides in the Tahoe Basin;
2. The employee resides outside of the coverage area for the County's HMO medical care plan (historically having an eastern boundary of Placerville) and the employee's primary work location is in the Tahoe Basin.

Employees not meeting one of these criteria shall not be eligible for this differential. For purposes of determining eligibility, an employee's residence shall be as documented by the physical home address on file with the Human Resources Department.

This differential shall only apply when an eligible employee is in paid status for a majority of their assigned hours in a pay period.

**Article 7. Section 6.** Longevity Pay

Longevity pay for regular employees who were hired into an allocated position prior to the date the Board of Supervisors adopts the July 1, 2017 through June 30, 2020 MOU shall be granted for continuous service served in an allocated position with the County except as otherwise provided under the terms of this MOU, as follows:

After 10 years	5% of base pay*
After 15 years	7.5% of base pay*
After 20 years	10% of base pay*

\* Represents total amount of longevity granted; amounts shown are not cumulative.

Longevity pay increases shall be based upon continuous service with the County in an allocated position or service as described above and in Article 6, Section 2.D. of this Agreement. Longevity pay for those employees who are eligible, shall become effective no later than the full biweekly pay period following the completion of the required period of continuous service.

Base pay is as listed in the County’s salary schedule for the employee's classification and step.

Employees represented by the GE, PL, or SU bargaining units who are hired on or after the date the Board of Supervisors adopted the July 1, 2017 through June 30, 2020 MOU will not be eligible for longevity pay. Individuals who have separated from County service and are subsequently re-hired and all future new employees will not be eligible for longevity pay.

Employees who were hired prior to the date the Board of Supervisors adopted the July 1, 2017 – June 30, 2020 MOU, and who are otherwise eligible for longevity pay upon completion of the required period of service, but who have not yet achieved the first longevity tier (5.0% after 10 years of service) will receive that longevity tier once they complete the required period of service. However, these employees will not be eligible for any further longevity pay advancement thereafter.

Employees who were hired prior to the date the Board of Supervisors adopted the July 1, 2017 – June 30, 2020 MOU, and who have achieved at least the first longevity tier, shall be allowed advancement in the tiers upon completion of the required period of service through the first day of the pay period including June 30, 2020. After the first day of the pay period including June 30, 2020, such employees shall be frozen in the tier they are eligible to receive and shall not be eligible for any further longevity pay advancement thereafter.

**Article 8. Section 3.** Sheriff’s Department Employees - Uniforms and Meals

- A. Employees in the classification of Sheriff’s Security Officer who are required to wear a County prescribed uniform, as assigned by the appointing authority, as a regular part of their duties, which the employee must buy and maintain, shall receive a uniform allowance of twenty-nine dollars and sixteen cents (\$29.16) paid twenty-four (24) pay periods per year (the first two pay days of each month). Employees in the Property – Evidence Technician classification series who are required to wear a County prescribed uniform, as assigned by the appointing authority, as a regular part of their duties, which the employee must buy and maintain, shall receive a uniform allowance of twenty dollars and fifty-eight cents (\$20.58) paid twenty-four (24) pay periods per year (the first two pay days of each month). All other full-time employees assigned to any classification in the bargaining unit within the Sheriff’s Office who are required to wear a County prescribed uniform, as assigned by the appointing authority, as a regular part of their

duties, which the employee must buy and maintain, shall receive a uniform allowance of fourteen dollars and fifteen cents (\$14.15) paid twenty-four (24) pay periods per year (the first two pay days of each month).

Such employees shall be required to buy, maintain, and wear the County-prescribed uniform and comply with the Sheriff's Office policy related to wearing of such uniforms. The Uniform allowance shall be funded by the Sheriff's Office budget. In no way shall the application of this provision be construed to imply any expectation of performance in active law enforcement nor eligibility for benefits associated with law enforcement or correctional activities.

- B. Notwithstanding Section 3.A. above, uniforms or work clothes shall be provided to employees and replaced as necessary as determined by the Sheriff or designee.
- C. The County will provide to employees covered by this Agreement, who work in the Jail, one meal per shift if the employee is required to remain on-site during the meal period. The provided meal shall be the same meal which is prepared for inmates.

**Article 8. Section 4.** Uniforms and Uniform Allowances

It is understood that the appointing authority retains the right to mandate the wearing of specific clothing when it addresses specific safety needs of the employee, the public and/or the department.

- A. Transportation employees assigned to work a majority of their assigned hours in the Soils Lab who are required to wear a County prescribed uniform, as assigned by the appointing authority, as a regular part of their duties, that the employee must buy and maintain, shall receive a uniform allowance of twelve dollars and forty-nine cents (\$12.49) paid twenty-four (24) pay periods per year (the first two pay days of each month).
- B. Transportation employees whose duty assignment primarily involves field work shall receive, upon request, six (6) uniform shirts. Transportation employees whose duty assignment primarily consists of office work and who perform only occasional field work shall receive, upon request, two (2) uniform shirts. Employees who receive uniform shirts shall be required to wear them in the performance of their field work duties. Uniform shirts shall be replaced as necessary as determined by the appointing authority or designee.

**Article 8. Section 5.** Boot Allowance

Employees who are required by a department to wear boots shall receive a boot allowance of eight dollars and thirty-three cents (\$8.33) paid in equal installments over 24 pay periods per year (the first two paydays of each month). The Department will make the request for appropriate boot allowance once per year with the prescribed form or system. The boot allowance shall be automatically renewed annually until such time the Department no longer

requires the employee to wear boots, or other specific footwear for safety, and the allowance is discontinued by the Appointment Authority or designee with the prescribed for or system.

**Article 9. Section 1.** Medical/Dental (Subsection A.1)

A. A mutual goal of the County and Local 1 is to limit and manage the impacts of health plan costs on both County employees and the County's budget.

1. The County and Local 1 agree to continue, during the term of the MOU, to meet and work on long term options for payment of health care costs. For the term of this MOU, the parties agree to implement a standardized cost sharing for the health insurance premium contribution rates, with the County paying 80% of the consolidated employee benefit rate for full-time employees and the employee paying 20% of the consolidated employee benefit rate.

The consolidated employee benefit rate shall include:

- a. Health rates
- b. Vision rates
- c. Dental rates
- d. EDC Administration Fee, which shall consist of the following:
  1. Cost of Salary and benefits of employees assigned to perform benefit administration and associated benefit program management duties not to exceed the total expense of one full-time equivalent (FTE) Human Resources Risk Management Analyst, 1.0 FTE Principal Human Resources Analyst, and .50 FTE Human Resources Risk Management Technician
  2. Direct billing from Chief Administrative Office - Fiscal Office for Risk fiscal support
  3. Risk and Countywide Overhead Allocation as approved by the Cost Allocation Methodology, a budgeted expense
  4. Third Party Administration Fees
  5. Broker Fees for the current year
  6. Collection Fees incurred by Revenue Recovery in the collection of outstanding employee benefit deductions
  7. Direct billing from Information Technology for programming and web development fees for the benefit program

**Article 10. Section 1.** Holidays (Subsections D-F)

D. If a full-time or part-time employee is required to work on an official County holiday or observed holiday in lieu, the employee shall be paid premium compensation at time and one-half of their base hourly rate of pay for all hours actually worked on the holiday, in addition to holiday pay as provided in subsections 1.E and 1.F.

E. Regular full-time employees shall be entitled to take all authorized holidays at their base

pay, including longevity, not to exceed eight (8) hours for any one (1) day, provided they are in a paid status for the full day on both their regularly scheduled work days immediately preceding and following the holiday.

- F. Regular part-time employees shall be entitled to holiday pay as described above in proportion to employee's FTE equivalent, not to be compounded and not to exceed eight (8) hours for any one (1) day. The holiday hours paid but not worked will not be used in the calculation of the percentage of hours worked that determines how many holiday hours will be paid.

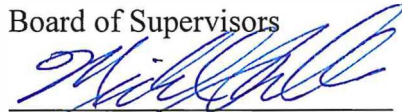
FOR THE COUNTY



Tameka Usher  
Human Resources Director  
Or Designee

Date: 12/4/18

Board of Supervisors



Chair, Board of Supervisors

Date: 12/4/2018

FOR THE UNION

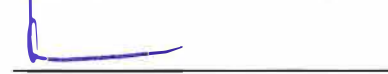


Jere Copeland  
Executive Director, Local 1  
Or Designee

Date: 12/4/18

ATTEST: James Mitrison

Clerk of the Board of Supervisor



By: Deputy Clerk

Date: 12/4/2018



## RESOLUTION NO. 249-2018

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

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #184-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the job class number, salary range, and bargaining unit for the new classification as set forth below, effective upon Board adoption.

New Classification			
Job Class. No.	Classification	Bargaining Unit	Salary Range
1323	Administrative Analyst Supervisor	SU	\$36.88 - \$44.82 \$6,392.53 - \$7,768.80

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 11th day of December, 2018, by the following vote of said Board:

Ayes: Hidahl, Frentzen, Veerkamp, Ranalli, Novasel

Noes: None  
Absent: None

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors





## RESOLUTION NO. 251-2018

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

**WHEREAS**, Payrates must be reported to the California Public Employees' Retirement System in accordance with Government Code Sections 20636 and 7522.34(a), as well as California Code of Regulations 570.5; and

**WHEREAS**, California Code of Regulations 570.5 requires the payrate to be limited to the amount listed on a pay schedule that meets the following requirements: (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws; (2) Identifies the position title for every employee position; (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range; (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website; (6) Indicates an effective date and date of any revisions; (7) Is retained by the employer and available for public inspection for not less than five years; and  
(8) Does not reference another document in lieu of disclosing the payrate; and

**WHEREAS**, the Board of Supervisors approved on December 4, 2018 (Legistar Item: 18-1410) to abolish the classification of Internal Auditor; and

**WHEREAS**, the Board of Supervisors approved and adopted on December 11, 2018 (Legistar Item: 18-1870) the classification of Administrative Analyst Supervisor and corresponding job class number, bargaining unit, and salary range; and

**WHEREAS**, the Board of Supervisors approved and adopted on December 18, 2018 (Legistar Item: 18-1828) the title change of Deputy Director of Building Services – Chief Building Official; and

**WHEREAS**, the Board of Supervisors approved and adopted on December 18, 2018 (Legistar Item: 18-1832), new salaries for the classifications affected by El Dorado County Charter, Section 504; the Memorandum of Understanding between the County of El Dorado and the Deputy Sheriffs' Association, Article 5, Section 2; and the Memorandum of Understanding between the County of El Dorado and the El Dorado County Law Enforcement Management Association, Article 4, Section 1B.

**WHEREAS**, the Board of Supervisors approved on December 18, 2018 (Legistar Item: 18-1938) to increase minimum wage from \$11.00 to \$12.00.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt and amend the County's Salary Schedule as shown in Exhibit A, effective the first pay period following adoption.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 18th day of December, 2018, by the following vote of said Board:

Ayes: Hidahl, Frentzen, Veerkamp, Ranalli, Novasel

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

By:   
\_\_\_\_\_  
Deputy Clerk

Noes: None  
Absent : None

  
\_\_\_\_\_  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 254-2018**

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

**WHEREAS**, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the classification title change as set forth below and amends the Authorized Personnel Allocation Resolution # 132-2018, effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt the reclassification/allocation changes as set forth below and amends the Authorized Personnel Allocation Resolution #132-2018, effective the first pay period following adoption.

<b>Classification Specification Title Change</b>			
Job Class. No.	Current Classification Title	New Classification Title	Bargaining Unit
0281	Deputy Director of Development Services – Building Official	Deputy Director of Building Services – Chief Building Official	UM

<b>Reclassification/Allocation Changes</b>						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Human Resources	1501/1502	Risk Analyst I/II	3.0	3.0	-1.0*	2.0
Human Resources	1401/1402	Human Resources Analyst I/II	2.0	2.0	+1.0	3.0


\*Incumbent is being reclassified; however, position will be vacant effective December 14, 2018.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 18th day of December, 2018, by the following vote of said Board:

Ayes: Hidahl, Frentzen, Veerkamp, Ranalli, Novasel

Attest:  
James S. Mitrison  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By:   
\_\_\_\_\_  
Deputy Clerk

  
\_\_\_\_\_  
Michael Ranalli, Chair, Board of Supervisors



**RESOLUTION NO. 261-2018**

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

**WHEREAS**, Payrates must be reported to the California Public Employees' Retirement System in accordance with Government Code Sections 20636 and 7522.34(a), as well as California Code of Regulations 570.5; and

**WHEREAS**, California Code of Regulations 570.5 requires the payrate to be limited to the amount listed on a pay schedule that meets the following requirements: (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws; (2) Identifies the position title for every employee position; (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range; (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website; (6) Indicates an effective date and date of any revisions; (7) Is retained by the employer and available for public inspection for not less than five years; and (8) Does not reference another document in lieu of disclosing the payrate; and

**WHEREAS**, the Board of Supervisors approved and adopted (Legistar Item: 18-1877) on December 4, 2018, the El Dorado County Employees' Association, Local 1, Memorandum of Understanding.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

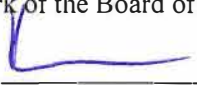
**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of El Dorado does hereby adopt and amend the County's Salary Schedule as shown in Exhibit A, effective the first pay period following adoption.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 4th day of December, 2018, by the following vote of said Board:

Ayes: Hidahl, Frentzen, Veerkamp, Ranalli, Novasel

Noes: None  
Absent: None

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Michael Ranalli, Chair, Board of Supervisors



COUNTY OF EL DORADO  
UNAPPROVED SALARY SCHEDULE  
EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
2215	ACCOUNT CLERK I	16.0000 2773.33	16.8000 2912.00	17.6400 3057.60	18.5200 3210.13	19.4500 3371.33	GE
2216	ACCOUNT CLERK II	17.7800 3081.87	18.6700 3236.13	19.6000 3397.33	20.5800 3567.20	21.6100 3745.73	GE
2217	ACCOUNT CLERK III	19.1100 3312.40	20.0700 3478.80	21.0700 3652.13	22.1200 3834.13	23.2300 4026.53	GE
2218	ACCOUNT CLERK SUPERVISOR I	25.2100 4369.73	26.4700 4588.13	27.7900 4816.93	29.1800 5057.87	30.6400 5310.93	SU
3301	ACCOUNTANT I	23.6300 4095.87	24.8100 4300.40	26.0500 4515.33	27.3500 4740.67	28.7200 4978.13	PL
3302	ACCOUNTANT II	26.2700 4553.47	27.5800 4780.53	28.9600 5019.73	30.4100 5271.07	31.9300 5534.53	PL
3305	ACCOUNTANT/AUDITOR	30.2800 5248.53	31.7900 5510.27	33.3800 5785.87	35.0500 6075.33	36.8000 6378.67	PL
0190	ACCOUNTING DIVISION MANAGER	47.3300 8203.87	49.7000 8614.67	52.1900 9046.27	54.8000 9498.67	57.5400 9973.60	UM
0191	ACCOUNTING DIVISION MNGR-T/TC	46.9500 8138.00	49.3000 8545.33	51.7700 8973.47	54.3600 9422.40	57.0800 9893.87	MA
3307	ACCOUNTING SYSTEMS ADMINISTRAT	41.1800 7137.87	43.2400 7494.93	45.4000 7869.33	47.6700 8262.80	50.0500 8675.33	MA
2213	ACCOUNTING TECHNICIAN	21.2200 3678.13	22.2800 3861.87	23.3900 4054.27	24.5600 4257.07	25.7900 4470.27	GE

COUNTY OF EL DORADO  
 UNAPPROVED SALARY SCHEDULE  
 EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
1306	ADMINISTRATIVE ANALYST I	27.4800 4763.20	28.8500 5000.67	30.2900 5250.27	31.8000 5512.00	33.3900 5787.60	PL
1307	ADMINISTRATIVE ANALYST II	30.5300 5291.87	32.0600 5557.07	33.6600 5834.40	35.3400 6125.60	37.1100 6432.40	PL
2116	ADMINISTRATIVE ASSISTANT I	16.3900 2840.93	17.2100 2983.07	18.0700 3132.13	18.9700 3288.13	19.9200 3452.80	GE
2117	ADMINISTRATIVE ASSISTANT II	18.0300 3125.20	18.9300 3281.20	19.8800 3445.87	20.8700 3617.47	21.9100 3797.73	GE
2111	ADMINISTRATIVE SECRETARY	17.6800 3064.53	18.5600 3217.07	19.4900 3378.27	20.4600 3546.40	21.4800 3723.20	GE
1301	ADMINISTRATIVE SERVICE OFFICER	35.8100 6207.07	37.6000 6517.33	39.4800 6843.20	41.4500 7184.67	43.5200 7543.47	MA
1305	ADMINISTRATIVE TECHNICIAN	24.7300 4286.53	25.9700 4501.47	27.2700 4726.80	28.6300 4962.53	30.0600 5210.40	GE
4401	AG BIOLOGIST/STANDARDS INSP I	22.1900 3846.27	23.3000 4038.67	24.4700 4241.47	25.6900 4452.93	26.9700 4674.80	PL
4402	AG BIOLOGIST/STANDARDS INSP II	24.6500 4272.67	25.8800 4485.87	27.1700 4709.47	28.5300 4945.20	29.9600 5193.07	PL
4403	AG BIOLOGIST/STANDARDS INSP III	27.1300 4702.53	28.4900 4938.27	29.9100 5184.40	31.4100 5444.40	32.9800 5716.53	PL
4404	AG BIOLOGY TECHNICIAN	19.6400 3404.27	20.6200 3574.13	21.6500 3752.67	22.7300 3939.87	23.8700 4137.47	GE



COUNTY OF EL DORADO  
UNAPPROVED SALARY SCHEDULE  
EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
1201	AG COMM/SEALER WTS AND MEASURE	55.5400 9626.93	58.3200 10108.80	61.2400 10614.93	64.3000 11145.33	67.5200 11703.47	UD
1238	AIR POLLUTION CONTROL OFFICER	52.9000 9169.33	55.5500 9628.67	58.3300 10110.53	61.2500 10616.67	64.3100 11147.07	UD
1321	AIR QUALITY ADMIN ANALYST	35.1100 6085.73	36.8700 6390.80	38.7100 6709.73	40.6500 7046.00	42.6800 7397.87	PL
4109	AIR QUALITY ENGINEER	37.4100 6484.40	39.2800 6808.53	41.2400 7148.27	43.3000 7505.33	45.4700 7881.47	PL
4641	AIR QUALITY SPECIALIST I	29.8300 5170.53	31.3200 5428.80	32.8900 5700.93	34.5300 5985.20	36.2600 6285.07	PL
4642	AIR QUALITY SPECIALIST II	33.1100 5739.07	34.7700 6026.80	36.5100 6328.40	38.3400 6645.60	40.2600 6978.40	PL
4644	AIR QUALITY TECHNICIAN I	20.0000 3466.67	21.0000 3640.00	22.0500 3822.00	23.1500 4012.67	24.3100 4213.73	GE
4645	AIR QUALITY TECHNICIAN II	22.0900 3828.93	23.1900 4019.60	24.3500 4220.67	25.5700 4432.13	26.8500 4654.00	GE
6504	AIRPORT OPERATIONS SUPERVISOR	23.7800 4121.87	24.9700 4328.13	26.2200 4544.80	27.5300 4771.87	28.9100 5011.07	SU
6501	AIRPORT TECHNICIAN I	18.9600 3286.40	19.9100 3451.07	20.9100 3624.40	21.9600 3806.40	23.0600 3997.07	TC
6502	AIRPORT TECHNICIAN II	21.0800 3653.87	22.1300 3835.87	23.2400 4028.27	24.4000 4229.33	25.6200 4440.80	TC

COUNTY OF EL DORADO  
UNAPPROVED SALARY SCHEDULE  
EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
0202	ALCOHOL/DRUG PROGRAM DIV MGR	42.9300 7441.20	45.0800 7813.87	47.3300 8203.87	49.7000 8614.67	52.1900 9046.27	MA
5801	ANIMAL CONTROL OFFICER I	16.4700 2854.80	17.2900 2996.93	18.1500 3146.00	19.0600 3303.73	20.0100 3468.40	TC
5802	ANIMAL CONTROL OFFICER II	18.2700 3166.80	19.1800 3324.53	20.1400 3490.93	21.1500 3666.00	22.2100 3849.73	TC
0107	ANIMAL CONTROL OPERATIONS MGR	32.2000 5581.33	33.8100 5860.40	35.5000 6153.33	37.2800 6461.87	39.1400 6784.27	MA
5816	ANIMAL SHELTER ATTENDANT	14.4800 2509.87	15.2000 2634.67	15.9600 2766.40	16.7600 2905.07	17.6000 3050.67	TC
5815	ANIMAL SHELTER SUPERVISOR	19.6500 3406.00	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	23.8800 4139.20	TC
4300	APPRAISER AIDE	19.7800 3428.53	20.7700 3600.13	21.8100 3780.40	22.9000 3969.33	24.0500 4168.67	GE
4301	APPRAISER I	23.0700 3998.80	24.2200 4198.13	25.4300 4407.87	26.7000 4628.00	28.0400 4860.27	PL
4302	APPRAISER II	25.6200 4440.80	26.9000 4662.67	28.2500 4896.67	29.6600 5141.07	31.1400 5397.60	PL
4215	ARCHITECTURAL PROJECT MANAGER	37.0400 6420.27	38.8900 6740.93	40.8300 7077.20	42.8700 7430.80	45.0100 7801.73	PL
0116	ASSESSMENT OFFICE MANAGER	30.0300 5205.20	31.5300 5465.20	33.1100 5739.07	34.7700 6026.80	36.5100 6328.40	MA

COUNTY OF EL DORADO  
UNAPPROVED SALARY SCHEDULE  
EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
4321	ASSESSMENT STANDARDS SUPV	31.2100 5409.73	32.7700 5680.13	34.4100 5964.40	36.1300 6262.53	37.9400 6576.27	SU
2601	ASSESSMENT TECHNICIAN I	17.3600 3009.07	18.2300 3159.87	19.1400 3317.60	20.1000 3484.00	21.1100 3659.07	GE
2602	ASSESSMENT TECHNICIAN II	19.3000 3345.33	20.2700 3513.47	21.2800 3688.53	22.3400 3872.27	23.4600 4066.40	GE
1101	ASSESSOR	69.2300 11999.87	69.2300 11999.87	69.2300 11999.87	69.2300 11999.87	69.2300 11999.87	EL
0101	ASSISTANT AG COMM/SEALER WT&M	37.2200 6451.47	39.0800 6773.87	41.0300 7111.87	43.0800 7467.20	45.2300 7839.87	UM
0121	ASSISTANT ASSESSOR	48.2600 8365.07	50.6700 8782.80	53.2000 9221.33	55.8600 9682.40	58.6500 10166.00	UM
4500	ASSISTANT BUILDING INSPECTOR	20.6400 3577.60	21.6700 3756.13	22.7500 3943.33	23.8900 4140.93	25.0800 4347.20	TC
0141	ASSISTANT CHIEF ADMIN OFFICER	75.0400 13006.93	78.7900 13656.93	82.7300 14339.87	86.8700 15057.47	91.2100 15809.73	UM
0153	ASSISTANT CHIEF PROBATION OFCR	47.1500 8172.67	49.5100 8581.73	51.9900 9011.60	54.5900 9462.27	57.3200 9935.47	UM
0146	ASSISTANT COUNTY COUNSEL	68.6100 11892.40	72.0400 12486.93	75.6400 13110.93	79.4200 13766.13	83.3900 14454.27	UM
0151	ASSISTANT COUNTY RECORDER	33.4400 5796.27	35.1100 6085.73	36.8700 6390.80	38.7100 6709.73	40.6500 7046.00	UM

COUNTY OF EL DORADO  
UNAPPROVED SALARY SCHEDULE  
EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
0263	ASSISTANT DIR CSS-CHIEF ATTN	61.4400 10649.60	64.5100 11181.73	67.7400 11741.60	71.1300 12329.20	74.6900 12946.27	UM
1252	ASSISTANT DIR HEALTH SERVICES	57.7700 10013.47	60.6600 10514.40	63.6900 11039.60	66.8700 11590.80	70.2100 12169.73	UM
0143	ASSISTANT DIR HUMAN RESOURCES	55.7700 9666.80	58.5600 10150.40	61.4900 10658.27	64.5600 11190.40	67.7900 11750.27	UM
0113	ASSISTANT DIR HUMAN SERVICES	57.7700 10013.47	60.6600 10514.40	63.6900 11039.60	66.8700 11590.80	70.2100 12169.73	UM
0207	ASSISTANT DIR INFORMATION TECH	50.3700 8730.80	52.8900 9167.60	55.5300 9625.20	58.3100 10107.07	61.2300 10613.20	UM
0194	ASSISTANT DIR OF ADM & FINANCE	65.2500 11310.00	68.5100 11875.07	71.9400 12469.60	75.5400 13093.60	79.3200 13748.80	UM
0174	ASSISTANT DIR OF COMMUNITY DEV	62.8300 10890.53	65.9700 11434.80	69.2700 12006.80	72.7300 12606.53	76.3700 13237.47	UM
0195	ASSISTANT DIR OF PUBLIC HEALTH	50.3700 8730.80	52.8900 9167.60	55.5300 9625.20	58.3100 10107.07	61.2300 10613.20	UM
0149	ASSISTANT DIR TRANSPORTATION	57.3600 9942.40	60.2300 10439.87	63.2400 10961.60	66.4000 11509.33	69.7200 12084.80	UM
5205	ASSISTANT DISTRICT ATTORNEY	56.6900 9826.27	59.5200 10316.80	62.5000 10833.33	65.6300 11375.87	68.9100 11944.40	MA
4104	ASSISTANT IN CIVIL ENGINEERING	32.0100 5548.40	33.6100 5825.73	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	PL

COUNTY OF EL DORADO  
UNAPPROVED SALARY SCHEDULE  
EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
4115	ASSISTANT IN LAND SURVEYING	34.1800 5924.53	35.8900 6220.93	37.6800 6531.20	39.5600 6857.07	41.5400 7200.27	PL
4118	ASSISTANT IN RIGHT OF WAY	25.6500 4446.00	26.9300 4667.87	28.2800 4901.87	29.6900 5146.27	31.1700 5402.80	PL
4201	ASSISTANT PLANNER	26.6600 4621.07	27.9900 4851.60	29.3900 5094.27	30.8600 5349.07	32.4000 5616.00	PL
2714	ASSISTANT PUBLIC ADMINISTRATOR	29.0200 5030.13	30.4700 5281.47	31.9900 5544.93	33.5900 5822.27	35.2700 6113.47	MA
5305	ASSISTANT PUBLIC DEFENDER	62.3500 10807.33	65.4700 11348.13	68.7400 11914.93	72.1800 12511.20	75.7900 13136.93	UM
0152	ASSISTANT REGISTRAR OF VOTERS	33.4400 5796.27	35.1100 6085.73	36.8700 6390.80	38.7100 6709.73	40.6500 7046.00	UM
5700	ASSISTANT SUPERINTENDENT-INSTITUTIONAL	40.7100 7056.40	42.7500 7410.00	44.8900 7780.93	47.1300 8169.20	49.4900 8578.27	SM
0311	ASSISTANT TREAS/TAX COLLECTOR	51.1900 8872.93	53.7500 9316.67	56.4400 9782.93	59.2600 10271.73	62.2200 10784.80	UM
4105	ASSOCIATE CIVIL ENGINEER	38.9600 6753.07	40.9100 7091.07	42.9600 7446.40	45.1100 7819.07	47.3700 8210.80	PL
5100	ASSOCIATE DPTY COUNTY COUNSEL	47.2900 8196.93	49.6500 8606.00	52.1300 9035.87	54.7400 9488.27	57.4800 9963.20	CC
4110	ASSOCIATE LAND SURVEYOR	40.2100 6969.73	42.2200 7318.13	44.3300 7683.87	46.5500 8068.67	48.8800 8472.53	SU

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POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
4202	ASSOCIATE PLANNER	31.1900 5406.27	32.7500 5676.67	34.3900 5960.93	36.1100 6259.07	37.9200 6572.80	PL
4119	ASSOCIATE RIGHT OF WAY AGENT	32.2200 5584.80	33.8300 5863.87	35.5200 6156.80	37.3000 6465.33	39.1700 6789.47	PL
1106	AUDITOR-CONTROLLER	71.4900 12391.60	71.4900 12391.60	71.4900 12391.60	71.4900 12391.60	71.4900 12391.60	EL
4311	AUDITOR/APPRaiser	25.6200 4440.80	26.9000 4662.67	28.2500 4896.67	29.6600 5141.07	31.1400 5397.60	PL
4305	BRANCH SUPERVISING APPRAISER	32.7700 5680.13	34.4100 5964.40	36.1300 6262.53	37.9400 6576.27	39.8400 6905.60	SU
6114	BRIDGE MAINTENANCE SUPERVISOR	30.0200 5203.47	31.5200 5463.47	33.1000 5737.33	34.7600 6025.07	36.5000 6326.67	TC
6111	BRIDGE MAINTENANCE WORKER I	18.4500 3198.00	19.3700 3357.47	20.3400 3525.60	21.3600 3702.40	22.4300 3887.87	TC
6112	BRIDGE MAINTENANCE WORKER II	20.5100 3555.07	21.5400 3733.60	22.6200 3920.80	23.7500 4116.67	24.9400 4322.93	TC
6113	BRIDGE MAINTENANCE WORKER III	22.7400 3941.60	23.8800 4139.20	25.0700 4345.47	26.3200 4562.13	27.6400 4790.93	TC
4501	BUILDING INSPECTOR I	24.3100 4213.73	25.5300 4425.20	26.8100 4647.07	28.1500 4879.33	29.5600 5123.73	TC
4502	BUILDING INSPECTOR II	26.9900 4678.27	28.3400 4912.27	29.7600 5158.40	31.2500 5416.67	32.8100 5687.07	TC

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4503	BUILDING INSPECTOR III	29.6900 5146.27	31.1700 5402.80	32.7300 5673.20	34.3700 5957.47	36.0900 6255.60	TC
6601	BUILDING MAINTENANCE WORKER I	18.5100 3208.40	19.4400 3369.60	20.4100 3537.73	21.4300 3714.53	22.5000 3900.00	TC
6602	BUILDING MAINTENANCE WORKER II	20.5500 3562.00	21.5800 3740.53	22.6600 3927.73	23.7900 4123.60	24.9800 4329.87	TC
6612	BUILDING OPERATIONS MANAGER	32.8000 5685.33	34.4400 5969.60	36.1600 6267.73	37.9700 6581.47	39.8700 6910.80	MA
6610	BUILDING OPERATIONS SUPERVISOR	27.3200 4735.47	28.6900 4972.93	30.1200 5220.80	31.6300 5482.53	33.2100 5756.40	TC
6605	BUILDING OPERATIONS TECHNICIAN	23.7500 4116.67	24.9400 4322.93	26.1900 4539.60	27.5000 4766.67	28.8800 5005.87	TC
6139	BUILDING/GROUNDS SUPERINTENDEN	39.3100 6813.73	41.2800 7155.20	43.3400 7512.27	45.5100 7888.40	47.7900 8283.60	MA
3147	BUSINESS SYSTEMS ANALYST I	34.9500 6058.00	36.7000 6361.33	38.5400 6680.27	40.4700 7014.80	42.4900 7364.93	PL
3148	BUSINESS SYSTEMS ANALYST II	38.8300 6730.53	40.7700 7066.80	42.8100 7420.40	44.9500 7791.33	47.2000 8181.33	PL
3401	BUYER I	24.7300 4286.53	25.9700 4501.47	27.2700 4726.80	28.6300 4962.53	30.0600 5210.40	GE
3402	BUYER II	27.4800 4763.20	28.8500 5000.67	30.2900 5250.27	31.8000 5512.00	33.3900 5787.60	GE

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4721	CADASTRAL DRAFTER	24.1000 4177.33	25.3100 4387.07	26.5800 4607.20	27.9100 4837.73	29.3100 5080.40	GE
1315	CAO ADMINISTRATIVE TECHNICIAN	25.7100 4456.40	27.0000 4680.00	28.3500 4914.00	29.7700 5160.13	31.2600 5418.40	CO
0184	CAPITAL PROGRAMS MANAGER	44.3900 7694.27	46.6100 8079.07	48.9400 8482.93	51.3900 8907.60	53.9600 9353.07	MA
7421	CARE MANAGEMENT COUNSELOR I	20.7100 3589.73	21.7500 3770.00	22.8400 3958.93	23.9800 4156.53	25.1800 4364.53	PL
7422	CARE MANAGEMENT COUNSELOR II	22.9900 3984.93	24.1400 4184.27	25.3500 4394.00	26.6200 4614.13	27.9500 4844.67	PL
7425	CARE MANAGEMENT SUPERVISOR	26.4600 4586.40	27.7800 4815.20	29.1700 5056.13	30.6300 5309.20	32.1600 5574.40	SU
3504	CENTRAL SERVICES SUPERVISOR	20.1100 3485.73	21.1200 3660.80	22.1800 3844.53	23.2900 4036.93	24.4500 4238.00	SU
1226	CHIEF ADMINISTRATIVE OFFICER	90.0600 15610.40	94.5600 16390.40	99.2900 17210.27	104.2500 18070.00	109.4600 18973.07	UD
0106	CHIEF ANIMAL CONTROL OFFICER	42.9300 7441.20	45.0800 7813.87	47.3300 8203.87	49.7000 8614.67	52.1900 9046.27	MA
0126	CHIEF ASST AUDITOR/CONTROLLER	59.6100 10332.40	62.5900 10848.93	65.7200 11391.47	69.0100 11961.73	72.4600 12559.73	UM
1283	CHIEF ASST DIR HEALTH/HUMAN SV	62.8300 10890.53	65.9700 11434.80	69.2700 12006.80	72.7300 12606.53	76.3700 13237.47	UM



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0156	CHIEF ASST DISTRICT ATTORNEY	66.5300 11531.87	69.8600 12109.07	73.3500 12714.00	77.0200 13350.13	80.8700 14017.47	UM
0241	CHIEF ASST PUBLIC DEFENDER	58.8100 10193.73	61.7500 10703.33	64.8400 11238.93	68.0800 11800.53	71.4800 12389.87	UM
0142	CHIEF BUDGET OFFICER	60.2200 10438.13	63.2300 10959.87	66.3900 11507.60	69.7100 12083.07	73.2000 12688.00	UM
7466	CHIEF DEP PUB GUARD/PUB CNSRVT	35.8100 6207.07	37.6000 6517.33	39.4800 6843.20	41.4500 7184.67	43.5200 7543.47	MA
4103	CHIEF ENGINEERING TECHNICIAN	34.1500 5919.33	35.8600 6215.73	37.6500 6526.00	39.5300 6851.87	41.5100 7195.07	MA
0325	CHIEF FISCAL OFFICER	47.3600 8209.07	49.7300 8619.87	52.2200 9051.47	54.8300 9503.87	57.5700 9978.80	MA
0327	CHIEF FISCAL OFFICER - UM	47.7500 8276.67	50.1400 8690.93	52.6500 9126.00	55.2800 9581.87	58.0400 10060.27	UM
3101	CHIEF INFORMATION SECURITY OFC	47.6000 8250.67	49.9800 8663.20	52.4800 9096.53	55.1000 9550.67	57.8600 10029.07	MA
5601	CHIEF INVESTIGATOR (D.A.)	65.8600 11415.73	69.1500 11986.00	72.6100 12585.73	76.2400 13214.93	80.0500 13875.33	SM
1256	CHIEF PROBATION OFFICER	65.7200 11391.47	69.0100 11961.73	72.4600 12559.73	76.0800 13187.20	79.8800 13845.87	UD
7217	CHILD ABUSE PREVENTION CRD I	23.2300 4026.53	24.3900 4227.60	25.6100 4439.07	26.8900 4660.93	28.2300 4893.20	GE

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7218	CHILD ABUSE PREVENTION CRD II	25.5500 4428.67	26.8300 4650.53	28.1700 4882.80	29.5800 5127.20	31.0600 5383.73	GE
5001	CHILD SUPPORT ATTORNEY I	36.4900 6324.93	38.3100 6640.40	40.2300 6973.20	42.2400 7321.60	44.3500 7687.33	CA
5002	CHILD SUPPORT ATTORNEY II	42.9900 7451.60	45.1400 7824.27	47.4000 8216.00	49.7700 8626.80	52.2600 9058.40	CA
5003	CHILD SUPPORT ATTORNEY III	49.1800 8524.53	51.6400 8950.93	54.2200 9398.13	56.9300 9867.87	59.7800 10361.87	CA
5004	CHILD SUPPORT ATTORNEY IV	56.9000 9862.67	59.7500 10356.67	62.7400 10874.93	65.8800 11419.20	69.1700 11989.47	CA
0164	CHILD SUPPORT BRANCH MANAGER	28.6800 4971.20	30.1100 5219.07	31.6200 5480.80	33.2000 5754.67	34.8600 6042.40	MA
5605	CHILD SUPPORT INVESTIGATOR I	18.9400 3282.93	19.8900 3447.60	20.8800 3619.20	21.9200 3799.47	23.0200 3990.13	GE
5606	CHILD SUPPORT INVESTIGATOR II	21.0400 3646.93	22.0900 3828.93	23.1900 4019.60	24.3500 4220.67	25.5700 4432.13	GE
7125	CHILD SUPPORT PROGRAM MANAGER	42.2800 7328.53	44.3900 7694.27	46.6100 8079.07	48.9400 8482.93	51.3900 8907.60	MA
7709	CHILD SUPPORT SPEC PROG COORD	24.2100 4196.40	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	GE
7701	CHILD SUPPORT SPECIALIST I	17.6200 3054.13	18.5000 3206.67	19.4300 3367.87	20.4000 3536.00	21.4200 3712.80	GE

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7702	CHILD SUPPORT SPECIALIST II	19.5900 3395.60	20.5700 3565.47	21.6000 3744.00	22.6800 3931.20	23.8100 4127.07	GE
7703	CHILD SUPPORT SPECIALIST III	21.5300 3731.87	22.6100 3919.07	23.7400 4114.93	24.9300 4321.20	26.1800 4537.87	GE
7705	CHILD SUPPORT SUPERVISOR	26.0300 4511.87	27.3300 4737.20	28.7000 4974.67	30.1400 5224.27	31.6500 5486.00	SU
1420	CLERICAL OPERATIONS MANAGER	29.4200 5099.47	30.8900 5354.27	32.4300 5621.20	34.0500 5902.00	35.7500 6196.67	MA
1206	CLERK OF THE BOARD OF SUPV	40.3400 6992.27	42.3600 7342.40	44.4800 7709.87	46.7000 8094.67	49.0400 8500.27	UD
2114	CLERK OF THE PLANNING COMMSN	24.7300 4286.53	25.9700 4501.47	27.2700 4726.80	28.6300 4962.53	30.0600 5210.40	SU
4511	CODE ENFORCEMENT OFFICER I	25.5300 4425.20	26.8100 4647.07	28.1500 4879.33	29.5600 5123.73	31.0400 5380.27	TC
4512	CODE ENFORCEMENT OFFICER II	28.3500 4914.00	29.7700 5160.13	31.2600 5418.40	32.8200 5688.80	34.4600 5973.07	TC
1319	COMMUNICATIONS & OUTREACH MGR	49.8200 8635.47	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	UM
8516	COMMUNITY HEALTH ADVOCATE	18.9000 3276.00	19.8500 3440.67	20.8400 3612.27	21.8800 3792.53	22.9700 3981.47	GE
0201	COMMUNITY PH NURSING DIV MGR	44.0400 7633.60	46.2400 8014.93	48.5500 8415.33	50.9800 8836.53	53.5300 9278.53	MA

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2801	COMMUNITY SERVICES OFFICER	19.0200 3296.80	19.9700 3461.47	20.9700 3634.80	22.0200 3816.80	23.1200 4007.47	GE
4101	CONSTRUCTION MANAGER	43.4400 7529.60	45.6100 7905.73	47.8900 8300.93	50.2800 8715.20	52.7900 9150.27	MA
4195	CONSULT HEALTH PROF - X HELP	46.2600 8018.40	48.5700 8418.80	51.0000 8840.00	53.5500 9282.00	56.2300 9746.53	EH
4196	CONSULT PROFESSIONAL - X HELP	30.0000 5200.00	31.5000 5460.00	33.0800 5733.87	34.7300 6019.87	36.4700 6321.47	EH
1313	CONTRACT SERVICES OFFICER	41.1800 7137.87	43.2400 7494.93	45.4000 7869.33	47.6700 8262.80	50.0500 8675.33	MA
5907	COOK I	14.5300 2518.53	15.2600 2645.07	16.0200 2776.80	16.8200 2915.47	17.6600 3061.07	GE
5908	COOK II	16.1600 2801.07	16.9700 2941.47	17.8200 3088.80	18.7100 3243.07	19.6500 3406.00	GE
5905	CORRECTIONAL COOK	16.9900 2944.93	17.8400 3092.27	18.7300 3246.53	19.6700 3409.47	20.6500 3579.33	GE
5909	CORRECTIONAL FOOD SERVICE COOR	27.5000 4766.67	28.8800 5005.87	30.3200 5255.47	31.8400 5518.93	33.4300 5794.53	SU
5906	CORRECTIONAL FOOD SERVICE SUPV	20.8500 3614.00	21.8900 3794.27	22.9800 3983.20	24.1300 4182.53	25.3400 4392.27	SU
5511	CORRECTIONAL LIEUTENANT	34.4900 5978.27	36.2100 6276.40	38.0200 6590.13	39.9200 6919.47	41.9200 7266.13	MA

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5501	CORRECTIONAL OFFICER I	22.0300 3818.53	23.1300 4009.20	24.2900 4210.27	25.5000 4420.00	26.7800 4641.87	CR
5502	CORRECTIONAL OFFICER II	24.2200 4198.13	25.4300 4407.87	26.7000 4628.00	28.0400 4860.27	29.4400 5102.93	CR
5510	CORRECTIONAL SERGEANT	29.5400 5120.27	31.0200 5376.80	32.5700 5645.47	34.2000 5928.00	35.9100 6224.40	CR
3308	COST ACCOUNTANT	34.5600 5990.40	36.2900 6290.27	38.1000 6604.00	40.0100 6935.07	42.0100 7281.73	PL
1231	COUNTY COUNSEL	82.9700 14381.47	87.1200 15100.80	91.4800 15856.53	96.0500 16648.67	100.8500 17480.67	UD
1116	COUNTY RECORDER/CLERK	65.1800 11297.87	65.1800 11297.87	65.1800 11297.87	65.1800 11297.87	65.1800 11297.87	EL
3171	CRIME ANALYST	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
6627	CUSTODIAL SUPERVISOR	18.0200 3123.47	18.9200 3279.47	19.8700 3444.13	20.8600 3615.73	21.9000 3796.00	TC
6625	CUSTODIAN	14.3000 2478.67	15.0200 2603.47	15.7700 2733.47	16.5600 2870.40	17.3900 3014.27	TC
7901	DEPARTMENT ANALYST I	27.4800 4763.20	28.8500 5000.67	30.2900 5250.27	31.8000 5512.00	33.3900 5787.60	PL
7902	DEPARTMENT ANALYST II	30.5300 5291.87	32.0600 5557.07	33.6600 5834.40	35.3400 6125.60	37.1100 6432.40	PL

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3170	DEPARTMENT SYSTEMS ANALYST	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
4405	DEPUTY AG COMM/SEALER WTS&MEAS	31.1900 5406.27	32.7500 5676.67	34.3900 5960.93	36.1100 6259.07	37.9200 6572.80	SU
0122	DEPUTY ASSESSOR - SYST & SUPT	41.9600 7273.07	44.0600 7637.07	46.2600 8018.40	48.5700 8418.80	51.0000 8840.00	MA
0249	DEPUTY BUILDING OFFICIAL	34.8300 6037.20	36.5700 6338.80	38.4000 6656.00	40.3200 6988.80	42.3400 7338.93	UM
0144	DEPUTY CHIEF ADMIN OFFICER	62.5400 10840.27	65.6700 11382.80	68.9500 11951.33	72.4000 12549.33	76.0200 13176.80	UM
0236	DEPUTY CHIEF PROBATION OFFICER	45.2400 7841.60	47.5000 8233.33	49.8800 8645.87	52.3700 9077.47	54.9900 9531.60	SM
2905	DEPUTY CLERK OF THE BOARD I	16.8300 2917.20	17.6700 3062.80	18.5500 3215.33	19.4800 3376.53	20.4500 3544.67	CO
2906	DEPUTY CLERK OF THE BOARD II	18.7100 3243.07	19.6500 3406.00	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	CO
5104	DEPUTY COUNTY COUNSEL	55.8500 9680.67	58.6400 10164.27	61.5700 10672.13	64.6500 11206.00	67.8800 11765.87	CC
0281	DEPUTY DIR DEV SVCS-BLDG OFCL	49.1500 8519.33	51.6100 8945.73	54.1900 9392.93	56.9000 9862.67	59.7500 10356.67	UM
0291	DEPUTY DIR ENGINEERING	55.5200 9623.47	58.3000 10105.33	61.2200 10611.47	64.2800 11141.87	67.4900 11698.27	MA

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0251	DEPUTY DIR MENTAL HEALTH	47.7400 8274.93	50.1300 8689.20	52.6400 9124.27	55.2700 9580.13	58.0300 10058.53	UM
0173	DEPUTY DIR OF ENVIRONTL MGMT	49.1100 8512.40	51.5700 8938.80	54.1500 9386.00	56.8600 9855.73	59.7000 10348.00	UM
0235	DEPUTY DIR OF INFORMATION TECH	47.6000 8250.67	49.9800 8663.20	52.4800 9096.53	55.1000 9550.67	57.8600 10029.07	MA
0301	DEPUTY DIR OF MAINT & OPS	55.5200 9623.47	58.3000 10105.33	61.2200 10611.47	64.2800 11141.87	67.4900 11698.27	MA
0284	DEPUTY DIR OF PLANNING	51.7000 8961.33	54.2900 9410.27	57.0000 9880.00	59.8500 10374.00	62.8400 10892.27	UM
7122	DEPUTY DIRECTOR	47.8000 8285.33	50.1900 8699.60	52.7000 9134.67	55.3400 9592.27	58.1100 10072.40	MA
5201	DEPUTY DISTRICT ATTORNEY I	36.4900 6324.93	38.3100 6640.40	40.2300 6973.20	42.2400 7321.60	44.3500 7687.33	CA
5202	DEPUTY DISTRICT ATTORNEY II	42.9900 7451.60	45.1400 7824.27	47.4000 8216.00	49.7700 8626.80	52.2600 9058.40	CA
5203	DEPUTY DISTRICT ATTORNEY III	49.1800 8524.53	51.6400 8950.93	54.2200 9398.13	56.9300 9867.87	59.7800 10361.87	CA
5204	DEPUTY DISTRICT ATTORNEY IV	56.9000 9862.67	59.7500 10356.67	62.7400 10874.93	65.8800 11419.20	69.1700 11989.47	CA
5721	DEPUTY PROBATION OFCR I-INSTIT	21.3300 3697.20	22.4000 3882.67	23.5200 4076.80	24.7000 4281.33	25.9400 4496.27	PR

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5722	DEPUTY PROBATION OFCR II-INSTE	23.7900 4123.60	24.9800 4329.87	26.2300 4546.53	27.5400 4773.60	28.9200 5012.80	PR
5701	DEPUTY PROBATION OFFICER I	23.7100 4109.73	24.9000 4316.00	26.1500 4532.67	27.4600 4759.73	28.8300 4997.20	PR
5702	DEPUTY PROBATION OFFICER II	26.4600 4586.40	27.7800 4815.20	29.1700 5056.13	30.6300 5309.20	32.1600 5574.40	PR
5301	DEPUTY PUBLIC DEFENDER I	36.4900 6324.93	38.3100 6640.40	40.2300 6973.20	42.2400 7321.60	44.3500 7687.33	CA
5302	DEPUTY PUBLIC DEFENDER II	42.9900 7451.60	45.1400 7824.27	47.4000 8216.00	49.7700 8626.80	52.2600 9058.40	CA
5303	DEPUTY PUBLIC DEFENDER III	49.1800 8524.53	51.6400 8950.93	54.2200 9398.13	56.9300 9867.87	59.7800 10361.87	CA
5304	DEPUTY PUBLIC DEFENDER IV	56.9000 9862.67	59.7500 10356.67	62.7400 10874.93	65.8800 11419.20	69.1700 11989.47	CA
7410	DEPUTY PUBLIC GUARDIAN ASST	16.8500 2920.67	17.6900 3066.27	18.5700 3218.80	19.5000 3380.00	20.4800 3549.87	GE
7411	DEPUTY PUBLIC GUARDIAN I	22.9900 3984.93	24.1400 4184.27	25.3500 4394.00	26.6200 4614.13	27.9500 4844.67	GE
7412	DEPUTY PUBLIC GUARDIAN II	25.5700 4432.13	26.8500 4654.00	28.1900 4886.27	29.6000 5130.67	31.0800 5387.20	GE
5401	DEPUTY SHERIFF I	32.2200 5584.80	33.8300 5863.87	35.5200 6156.80	37.3000 6465.33	39.1700 6789.47	SA



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5402	DEPUTY SHERIFF II	33.7800 5855.20	35.4700 6148.13	37.2400 6454.93	39.1000 6777.33	41.0600 7117.07	SA
0124	DEPUTY SURVEYOR	46.2500 8016.67	48.5600 8417.07	50.9900 8838.27	53.5400 9280.27	56.2200 9744.80	UM
5915	DETENTION AIDE	16.0400 2780.27	16.8400 2918.93	17.6800 3064.53	18.5600 3217.07	19.4900 3378.27	GE
4701	DEVELOPMENT AIDE I	16.7300 2899.87	17.5700 3045.47	18.4500 3198.00	19.3700 3357.47	20.3400 3525.60	GE
4702	DEVELOPMENT AIDE II	18.5000 3206.67	19.4300 3367.87	20.4000 3536.00	21.4200 3712.80	22.4900 3898.27	GE
4507	DEVELOPMENT SVS BRANCH MGR	40.5400 7026.93	42.5700 7378.80	44.7000 7748.00	46.9400 8136.27	49.2900 8543.60	MA
4709	DEVELOPMENT TECHNICIAN I	20.3900 3534.27	21.4100 3711.07	22.4800 3896.53	23.6000 4090.67	24.7800 4295.20	GE
4710	DEVELOPMENT TECHNICIAN II	22.5200 3903.47	23.6500 4099.33	24.8300 4303.87	26.0700 4518.80	27.3700 4744.13	GE
1284	DIRECTOR COMMUNITY DEV AGENCY	72.2600 12525.07	75.8700 13150.80	79.6600 13807.73	83.6400 14497.60	87.8200 15222.13	UD
1282	DIRECTOR HEALTH & HUMAN SVC AG	76.6000 13277.33	80.4300 13941.20	84.4500 14638.00	88.6700 15369.47	93.1000 16137.33	UD
1262	DIRECTOR OF CHILD SUPPORT SVCS	63.3100 10973.73	66.4800 11523.20	69.8000 12098.67	73.2900 12703.60	76.9500 13338.00	UD

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1236	DIRECTOR OF ENVIRONMENTAL MGMT	63.4700 11001.47	66.6400 11550.93	69.9700 12128.13	73.4700 12734.80	77.1400 13370.93	UD
0231	DIRECTOR OF HUMAN RESOURCES	68.0800 11800.53	71.4800 12389.87	75.0500 13008.67	78.8000 13658.67	82.7400 14341.60	UD
0206	DIRECTOR OF INFORMATION TECH	63.4700 11001.47	66.6400 11550.93	69.9700 12128.13	73.4700 12734.80	77.1400 13370.93	UD
1246	DIRECTOR OF LIBRARY SERVICES	52.5300 9105.20	55.1600 9561.07	57.9200 10039.47	60.8200 10542.13	63.8600 11069.07	UD
1285	DIRECTOR OF PLANNING AND BLDG	70.0600 12143.73	73.5600 12750.40	77.2400 13388.27	81.1000 14057.33	85.1600 14761.07	UD
1286	DIRECTOR OF TRANSPORTATION	70.0600 12143.73	73.5600 12750.40	77.2400 13388.27	81.1000 14057.33	85.1600 14761.07	UD
8119	DISEASE INV & CONTROL SPEC I	25.0000 4333.33	26.2500 4550.00	27.5600 4777.07	28.9400 5016.27	30.3900 5267.60	PL
8120	DISEASE INV & CONTROL SPEC II	27.8000 4818.67	29.1900 5059.60	30.6500 5312.67	32.1800 5577.87	33.7900 5856.93	PL
4655	DISPOSAL SITE SUPERVISOR	38.5300 6678.53	40.4600 7013.07	42.4800 7363.20	44.6000 7730.67	46.8300 8117.20	SU
1121	DISTRICT ATTORNEY	88.8100 15393.73	88.8100 15393.73	88.8100 15393.73	88.8100 15393.73	88.8100 15393.73	EL
7607	EARLY CHILDHOOD LITERACY SPEC	17.1300 2969.20	17.9900 3118.27	18.8900 3274.27	19.8300 3437.20	20.8200 3608.80	GE

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1314	ECONOMIC & BUSI RELATIONS MGR	47.9700 8314.80	50.3700 8730.80	52.8900 9167.60	55.5300 9625.20	58.3100 10107.07	UM
2607	ELECTIONS TECHNICIAN I	16.9900 2944.93	17.8400 3092.27	18.7300 3246.53	19.6700 3409.47	20.6500 3579.33	GE
2608	ELECTIONS TECHNICIAN II	18.8900 3274.27	19.8300 3437.20	20.8200 3608.80	21.8600 3789.07	22.9500 3978.00	GE
2610	ELECTIONS WORKER - X HELP	12.0500 2088.67	12.6500 2192.67	13.2800 2301.87	13.9400 2416.27	14.6400 2537.60	EH
7101	ELIGIBILITY SPECIALIST I	17.4000 3016.00	18.2700 3166.80	19.1800 3324.53	20.1400 3490.93	21.1500 3666.00	GE
7102	ELIGIBILITY SPECIALIST II	19.3500 3354.00	20.3200 3522.13	21.3400 3698.93	22.4100 3884.40	23.5300 4078.53	GE
7103	ELIGIBILITY SPECIALIST III	21.2900 3690.27	22.3500 3874.00	23.4700 4068.13	24.6400 4270.93	25.8700 4484.13	GE
7100	ELIGIBILITY SPECIALIST TRAINEE	16.5700 2872.13	17.4000 3016.00	18.2700 3166.80	19.1800 3324.53	20.1400 3490.93	GE
7110	ELIGIBILITY SUPERVISOR	24.5700 4258.80	25.8000 4472.00	27.0900 4695.60	28.4400 4929.60	29.8600 5175.73	SU
7501	EMPLOYMENT & TRAINING WKR I	20.0100 3468.40	21.0100 3641.73	22.0600 3823.73	23.1600 4014.40	24.3200 4215.47	GE
7502	EMPLOYMENT & TRAINING WKR II	22.2300 3853.20	23.3400 4045.60	24.5100 4248.40	25.7400 4461.60	27.0300 4685.20	GE

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7503	EMPLOYMENT & TRAINING WKR III	24.4700 4241.47	25.6900 4452.93	26.9700 4674.80	28.3200 4908.80	29.7400 5154.93	GE
7505	EMPLOYMENT & TRAINING WKR SUPV	28.5000 4940.00	29.9300 5187.87	31.4300 5447.87	33.0000 5720.00	34.6500 6006.00	SU
0166	EMS AGENCY ADMINISTRATOR	39.6300 6869.20	41.6100 7212.40	43.6900 7572.93	45.8700 7950.80	48.1600 8347.73	MA
0167	EMS AGENCY MEDICAL DIRECTOR	83.9300 14547.87	88.1300 15275.87	92.5400 16040.27	97.1700 16842.80	102.0300 17685.20	PL
7838	ENERGY/WEATHERIZATION SUPV	23.3900 4054.27	24.5600 4257.07	25.7900 4470.27	27.0800 4693.87	28.4300 4927.87	TC
7836	ENERGY/WEATHERIZATION TECH I	16.6600 2887.73	17.4900 3031.60	18.3600 3182.40	19.2800 3341.87	20.2400 3508.27	TC
7835	ENERGY/WEATHERIZATION TECH II	18.5100 3208.40	19.4400 3369.60	20.4100 3537.73	21.4300 3714.53	22.5000 3900.00	TC
4715	ENGINEERING AIDE	21.4800 3723.20	22.5500 3908.67	23.6800 4104.53	24.8600 4309.07	26.1000 4524.00	GE
4717	ENGINEERING TECHNICIAN	23.8700 4137.47	25.0600 4343.73	26.3100 4560.40	27.6300 4789.20	29.0100 5028.40	GE
4611	ENVIRONMENTAL BRANCH MANAGER	41.0800 7120.53	43.1300 7475.87	45.2900 7850.27	47.5500 8242.00	49.9300 8654.53	MA
4601	ENVIRONMENTAL HEALTH SPEC I	25.5800 4433.87	26.8600 4655.73	28.2000 4888.00	29.6100 5132.40	31.0900 5388.93	PL

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4602	ENVIRONMENTAL HEALTH SPEC II	28.4300 4927.87	29.8500 5174.00	31.3400 5432.27	32.9100 5704.40	34.5600 5990.40	PL
4603	ENVIRONMENTAL HEALTH SPEC III	32.7000 5668.00	34.3400 5952.27	36.0600 6250.40	37.8600 6562.40	39.7500 6890.00	PL
4607	ENVIRONMENTAL MANAGEMENT MGR	41.0800 7120.53	43.1300 7475.87	45.2900 7850.27	47.5500 8242.00	49.9300 8654.53	MA
8509	EPIDEMIOLOGIST I	31.0200 5376.80	32.5700 5645.47	34.2000 5928.00	35.9100 6224.40	37.7100 6536.40	PL
8510	EPIDEMIOLOGIST II	34.4800 5976.53	36.2000 6274.67	38.0100 6588.40	39.9100 6917.73	41.9100 7264.40	PL
6203	EQUIPMENT MAINTENANCE SUPV	25.9600 4499.73	27.2600 4725.07	28.6200 4960.80	30.0500 5208.67	31.5500 5468.67	TC
6205	EQUIPMENT MECHANIC HELPER	18.2700 3166.80	19.1800 3324.53	20.1400 3490.93	21.1500 3666.00	22.2100 3849.73	TC
6201	EQUIPMENT MECHANIC I	20.3100 3520.40	21.3300 3697.20	22.4000 3882.67	23.5200 4076.80	24.7000 4281.33	TC
6202	EQUIPMENT MECHANIC II	22.5500 3908.67	23.6800 4104.53	24.8600 4309.07	26.1000 4524.00	27.4100 4751.07	TC
6206	EQUIPMENT MECHANIC III	23.6900 4106.27	24.8700 4310.80	26.1100 4525.73	27.4200 4752.80	28.7900 4990.27	TC
6135	EQUIPMENT SUPERINTENDENT	39.3100 6813.73	41.2800 7155.20	43.3400 7512.27	45.5100 7888.40	47.7900 8283.60	MA

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2113	EXECUTIVE ASSISTANT	19.1700 3322.80	20.1300 3489.20	21.1400 3664.27	22.2000 3848.00	23.3100 4040.40	CO
1322	EXECUTIVE ASSISTANT TO THE CAO	20.5700 3565.47	21.6000 3744.00	22.6800 3931.20	23.8100 4127.07	25.0000 4333.33	CO
2721	EXECUTIVE ASSISTANT-LAW JUSTCE	20.7700 3600.13	21.8100 3780.40	22.9000 3969.33	24.0500 4168.67	25.2500 4376.67	CO
2112	EXECUTIVE SECRETARY	18.7100 3243.07	19.6500 3406.00	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	GE
0188	FACILITIES DIVISION MANAGER	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	63.5900 11022.27	UM
0186	FACILITIES PROJECT MANAGER I	31.6000 5477.33	33.1800 5751.20	34.8400 6038.93	36.5800 6340.53	38.4100 6657.73	UM
0187	FACILITIES PROJECT MANAGER II	38.4700 6668.13	40.3900 7000.93	42.4100 7351.07	44.5300 7718.53	46.7600 8105.07	UM
7104	FAIR HEARING OFFICER	20.9700 3634.80	22.0200 3816.80	23.1200 4007.47	24.2800 4208.53	25.4900 4418.27	GE
0193	FISCAL ADMIN MANAGER	41.1800 7137.87	43.2400 7494.93	45.4000 7869.33	47.6700 8262.80	50.0500 8675.33	MA
2201	FISCAL ASSISTANT I	16.1600 2801.07	16.9700 2941.47	17.8200 3088.80	18.7100 3243.07	19.6500 3406.00	GE
2202	FISCAL ASSISTANT II	17.9500 3111.33	18.8500 3267.33	19.7900 3430.27	20.7800 3601.87	21.8200 3782.13	GE

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2205	FISCAL SERVICES SUPERVISOR	25.4600 4413.07	26.7300 4633.20	28.0700 4865.47	29.4700 5108.13	30.9400 5362.93	SU
2203	FISCAL TECHNICIAN	21.2200 3678.13	22.2800 3861.87	23.3900 4054.27	24.5600 4257.07	25.7900 4470.27	GE
6307	FLEET SERVICES MANAGER	43.1200 7474.13	45.2800 7848.53	47.5400 8240.27	49.9200 8652.80	52.4200 9086.13	MA
6305	FLEET SERVICES SUPERVISOR	23.9900 4158.27	25.1900 4366.27	26.4500 4584.67	27.7700 4813.47	29.1600 5054.40	TC
6300	FLEET SERVICES TECHNICIAN I	18.7700 3253.47	19.7100 3416.40	20.7000 3588.00	21.7400 3768.27	22.8300 3957.20	TC
6301	FLEET SERVICES TECHNICIAN II	20.8400 3612.27	21.8800 3792.53	22.9700 3981.47	24.1200 4180.80	25.3300 4390.53	TC
7825	FOOD SERVICE AIDE	11.6300 2015.87	12.2100 2116.40	12.8200 2222.13	13.4600 2333.07	14.1300 2449.20	GE
7824	FOOD SERVICES SUPERVISOR	18.5700 3218.80	19.5000 3380.00	20.4800 3549.87	21.5000 3726.67	22.5800 3913.87	SU
4075	GENERAL TRAINEE - X HELP	11.0000 1906.67	11.0000 1906.67	11.0000 1906.67	11.0000 1906.67	11.0000 1906.67	EH
4111	GEOLOGIST	38.9600 6753.07	40.9100 7091.07	42.9600 7446.40	45.1100 7819.07	47.3700 8210.80	PL
3181	GIS ANALYST I	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL

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3182	GIS ANALYST II	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
3136	GIS MANAGER	45.7300 7926.53	48.0200 8323.47	50.4200 8739.47	52.9400 9176.27	55.5900 9635.60	MA
3109	GIS TECHNICIAN I	22.6500 3926.00	23.7800 4121.87	24.9700 4328.13	26.2200 4544.80	27.5300 4771.87	GE
3110	GIS TECHNICIAN II	25.1700 4362.80	26.4300 4581.20	27.7500 4810.00	29.1400 5050.93	30.6000 5304.00	GE
5200	GRADUATE LEGAL ASSISTANT X-HLP	18.0000 3120.00	18.9000 3276.00	19.8500 3440.67	20.8400 3612.27	21.8800 3792.53	EH
6621	GROUNDS MAINTENANCE WORKER I	16.6600 2887.73	17.4900 3031.60	18.3600 3182.40	19.2800 3341.87	20.2400 3508.27	TC
6622	GROUNDS MAINTENANCE WORKER II	18.5100 3208.40	19.4400 3369.60	20.4100 3537.73	21.4300 3714.53	22.5000 3900.00	TC
4616	HAZ MAT/RECYCLING SPECIALIST	33.4900 5804.93	35.1600 6094.40	36.9200 6399.47	38.7700 6720.13	40.7100 7056.40	PL
4653	HAZ MAT/RECYCLING TECHNICIAN	24.9100 4317.73	26.1600 4534.40	27.4700 4761.47	28.8400 4998.93	30.2800 5248.53	TC
8501	HEALTH EDUCATION COORDINATOR	27.8000 4818.67	29.1900 5059.60	30.6500 5312.67	32.1800 5577.87	33.7900 5856.93	PL
1509	HEALTH PROGRAM MANAGER	34.3200 5948.80	36.0400 6246.93	37.8400 6558.93	39.7300 6886.53	41.7200 7231.47	MA



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8215	HEALTH PROGRAM SPECIALIST	22.2400 3854.93	23.3500 4047.33	24.5200 4250.13	25.7500 4463.33	27.0400 4686.93	GE
6124	HIGHWAY MAINTENANCE SUPERVISOR	30.0200 5203.47	31.5200 5463.47	33.1000 5737.33	34.7600 6025.07	36.5000 6326.67	TC
6121	HIGHWAY MAINTENANCE WORKER I	18.4500 3198.00	19.3700 3357.47	20.3400 3525.60	21.3600 3702.40	22.4300 3887.87	TC
6122	HIGHWAY MAINTENANCE WORKER II	20.5100 3555.07	21.5400 3733.60	22.6200 3920.80	23.7500 4116.67	24.9400 4322.93	TC
6123	HIGHWAY MAINTENANCE WORKER III	22.7400 3941.60	23.8800 4139.20	25.0700 4345.47	26.3200 4562.13	27.6400 4790.93	TC
6126	HIGHWAY MAINTENANCE WORKER IV	23.9000 4142.67	25.1000 4350.67	26.3600 4569.07	27.6800 4797.87	29.0600 5037.07	TC
6132	HIGHWAY SUPERINTENDENT	39.3100 6813.73	41.2800 7155.20	43.3400 7512.27	45.5100 7888.40	47.7900 8283.60	MA
7811	HOMEMAKER	13.8300 2397.20	14.5200 2516.80	15.2500 2643.33	16.0100 2775.07	16.8100 2913.73	GE
7812	HOMEMAKER SUPERVISOR	15.9100 2757.73	16.7100 2896.40	17.5500 3042.00	18.4300 3194.53	19.3500 3354.00	SU
7307	HOUSING PROGRAM COORDINATOR	21.8300 3783.87	22.9200 3972.80	24.0700 4172.13	25.2700 4380.13	26.5300 4598.53	SU
7305	HOUSING PROGRAM SPECIALIST I	18.9000 3276.00	19.8500 3440.67	20.8400 3612.27	21.8800 3792.53	22.9700 3981.47	GE

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7306	HOUSING PROGRAM SPECIALIST II	19.8500 3440.67	20.8400 3612.27	21.8800 3792.53	22.9700 3981.47	24.1200 4180.80	GE
1401	HUMAN RESOURCES ANALYST I	27.4100 4751.07	28.7800 4988.53	30.2200 5238.13	31.7300 5499.87	33.3200 5775.47	UM
1402	HUMAN RESOURCES ANALYST II	30.4600 5279.73	31.9800 5543.20	33.5800 5820.53	35.2600 6111.73	37.0200 6416.80	UM
0252	HUMAN RESOURCES MANAGER	47.9700 8314.80	50.3700 8730.80	52.8900 9167.60	55.5300 9625.20	58.3100 10107.07	UM
1410	HUMAN RESOURCES SPECIALIST	18.9900 3291.60	19.9400 3456.27	20.9400 3629.60	21.9900 3811.60	23.0900 4002.27	CO
1406	HUMAN RESOURCES TECHNICIAN	23.7600 4118.40	24.9500 4324.67	26.2000 4541.33	27.5100 4768.40	28.8900 5007.60	CO
1902	IHSS PUB AUTH REG/TRNG SPCLST	18.9000 3276.00	19.8500 3440.67	20.8400 3612.27	21.8800 3792.53	22.9700 3981.47	GE
1901	IHSS PUBLIC AUTHORITY PROG MGR	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	45.0300 7805.20	MA
7111	INFORMATION SYSTEMS COORD	25.1700 4362.80	26.4300 4581.20	27.7500 4810.00	29.1400 5050.93	30.6000 5304.00	GE
7112	INFORMATION SYSTEMS COORD I	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	GE
7113	INFORMATION SYSTEMS COORD II	27.9600 4846.40	29.3600 5089.07	30.8300 5343.87	32.3700 5610.80	33.9900 5891.60	GE

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7114	INFORMATION SYSTEMS COORD III	32.1500 5572.67	33.7600 5851.73	35.4500 6144.67	37.2200 6451.47	39.0800 6773.87	GE
7135	INFORMATION SYSTEMS SUPERVISOR	37.9800 6583.20	39.8800 6912.53	41.8700 7257.47	43.9600 7619.73	46.1600 8001.07	SU
3152	INFORMATION TECH ANALYST II	34.9500 6058.00	36.7000 6361.33	38.5400 6680.27	40.4700 7014.80	42.4900 7364.93	PL
1299	INTERNAL AUDITOR	49.8200 8635.47	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	UM
5607	INVESTIGATIVE ASSISTANT	21.7100 3763.07	22.8000 3952.00	23.9400 4149.60	25.1400 4357.60	26.4000 4576.00	GE
5603	INVESTIGATOR (DIST. ATTNY)	41.7400 7234.93	43.8300 7597.20	46.0200 7976.80	48.3200 8375.47	50.7400 8794.93	SA
5613	INVESTIGATOR (PUBLIC DEFENDER)	35.1000 6084.00	36.8600 6389.07	38.7000 6708.00	40.6400 7044.27	42.6700 7396.13	GE
3115	IT ANALYST I - NETWORKING	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL
3118	IT ANALYST I - OFFICE SYSTEMS	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL
3121	IT ANALYST I - OPERATING SYST	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL
3124	IT ANALYST I - SERVER ADMIN	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL

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3127	IT ANALYST I - TELECOMM	31.4600 5453.07	33.0300 5725.20	34.6800 6011.20	36.4100 6311.07	38.2300 6626.53	PL
3112	IT ANALYST I-APP/WEB DEV/SUPT	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL
3116	IT ANALYST II - NETWORKING	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
3119	IT ANALYST II - OFFICE SYSTEMS	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
3122	IT ANALYST II - OPERATING SYST	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
3125	IT ANALYST II - SERVER ADMIN	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
3128	IT ANALYST II - TELECOMM	34.9500 6058.00	36.7000 6361.33	38.5400 6680.27	40.4700 7014.80	42.4900 7364.93	PL
3113	IT ANALYST II-APP/WEB DEV/SUPT	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	PL
3114	IT ANALYST TR - NETWORKING	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	PL
3117	IT ANALYST TR - OFFICE SYSTEMS	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	PL
3120	IT ANALYST TR - OPERATING SYST	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	PL

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3123	IT ANALYST TR - SERVER ADMIN	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	PL
3126	IT ANALYST TR - TELECOMM	25.1700 4362.80	26.4300 4581.20	27.7500 4810.00	29.1400 5050.93	30.6000 5304.00	PL
3111	IT ANALYST TR-APP/WEB DEV/SUPT	25.4200 4406.13	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	PL
3191	IT CUSTOMER SUPPORT SPEC I	26.6900 4626.27	28.0200 4856.80	29.4200 5099.47	30.8900 5354.27	32.4300 5621.20	GE
3192	IT CUSTOMER SUPPORT SPEC II	29.3800 5092.53	30.8500 5347.33	32.3900 5614.27	34.0100 5895.07	35.7100 6189.73	GE
3176	IT DEPARTMENT COORDINATOR	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	40.5500 7028.67	PL
3175	IT DEPARTMENT SPECIALIST	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	PL
3174	IT OFFICER	42.2900 7330.27	44.4000 7696.00	46.6200 8080.80	48.9500 8484.67	51.4000 8909.33	SU
3137	IT PROJECT MANAGER	41.3200 7162.13	43.3900 7520.93	45.5600 7897.07	47.8400 8292.27	50.2300 8706.53	UM
3161	IT TECHNICIAN I	18.9200 3279.47	19.8700 3444.13	20.8600 3615.73	21.9000 3796.00	23.0000 3986.67	GE
3162	IT TECHNICIAN II	21.0200 3643.47	22.0700 3825.47	23.1700 4016.13	24.3300 4217.20	25.5500 4428.67	GE

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3166	IT TECHNICIAN TRAINEE	15.1300 2622.53	15.8900 2754.27	16.6800 2891.20	17.5100 3035.07	18.3900 3187.60	GE
1400	LABOR RELATIONS MANAGER	49.0400 8500.27	51.4900 8924.93	54.0600 9370.40	56.7600 9838.40	59.6000 10330.67	UM
2421	LEGAL CLERK I	14.2400 2468.27	14.9500 2591.33	15.7000 2721.33	16.4900 2858.27	17.3100 3000.40	GE
2422	LEGAL CLERK II	15.6600 2714.40	16.4400 2849.60	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	GE
2423	LEGAL CLERK III	16.8300 2917.20	17.6700 3062.80	18.5500 3215.33	19.4800 3376.53	20.4500 3544.67	GE
2411	LEGAL OFFICE ASSISTANT I	14.2400 2468.27	14.9500 2591.33	15.7000 2721.33	16.4900 2858.27	17.3100 3000.40	GE
2412	LEGAL OFFICE ASSISTANT II	15.6600 2714.40	16.4400 2849.60	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	GE
2425	LEGAL OFFICE SUPERVISOR	19.2300 3333.20	20.1900 3499.60	21.2000 3674.67	22.2600 3858.40	23.3700 4050.80	SU
2405	LEGAL SECRETARIAL SRVS SUPV	23.8000 4125.33	24.9900 4331.60	26.2400 4548.27	27.5500 4775.33	28.9300 5014.53	SU
2401	LEGAL SECRETARY I	17.3300 3003.87	18.2000 3154.67	19.1100 3312.40	20.0700 3478.80	21.0700 3652.13	GE
2402	LEGAL SECRETARY II	19.2500 3336.67	20.2100 3503.07	21.2200 3678.13	22.2800 3861.87	23.3900 4054.27	GE

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7616	LIBRARIAN I	23.1600 4014.40	24.3200 4215.47	25.5400 4426.93	26.8200 4648.80	28.1600 4881.07	PL
7617	LIBRARIAN II	25.7300 4459.87	27.0200 4683.47	28.3700 4917.47	29.7900 5163.60	31.2800 5421.87	PL
7618	LIBRARIAN SUPERVISOR	29.8100 5167.07	31.3000 5425.33	32.8700 5697.47	34.5100 5981.73	36.2400 6281.60	SU
7601	LIBRARY ASSISTANT I	14.5000 2513.33	15.2300 2639.87	15.9900 2771.60	16.7900 2910.27	17.6300 3055.87	GE
7602	LIBRARY ASSISTANT II	15.9400 2762.93	16.7400 2901.60	17.5800 3047.20	18.4600 3199.73	19.3800 3359.20	GE
7621	LIBRARY CIRCULATION SUPERVISOR	23.5100 4075.07	24.6900 4279.60	25.9200 4492.80	27.2200 4718.13	28.5800 4953.87	SU
7608	LIBRARY SYSTEMS TECHNICIAN	19.3100 3347.07	20.2800 3515.20	21.2900 3690.27	22.3500 3874.00	23.4700 4068.13	GE
7606	LIBRARY TECHNICIAN	17.8600 3095.73	18.7500 3250.00	19.6900 3412.93	20.6700 3582.80	21.7000 3761.33	GE
8106	LICENSED VOCATIONAL NURSE	19.6500 3406.00	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	23.8800 4139.20	GE
1316	MANAGEMENT ANALYST I	36.3300 6297.20	38.1500 6612.67	40.0600 6943.73	42.0600 7290.40	44.1600 7654.40	UM
1317	MANAGEMENT ANALYST II	40.3600 6995.73	42.3800 7345.87	44.5000 7713.33	46.7300 8099.87	49.0700 8505.47	UM

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0226	MANAGER OF MENTAL HEALTH PROG	44.2700 7673.47	46.4800 8056.53	48.8000 8458.67	51.2400 8881.60	53.8000 9325.33	MA
3804	MANAGER OF PUB SAFETY DISPATCH	34.2400 5934.93	35.9500 6231.33	37.7500 6543.33	39.6400 6870.93	41.6200 7214.13	MA
7831	MEALSITE COORDINATOR	13.9600 2419.73	14.6600 2541.07	15.3900 2667.60	16.1600 2801.07	16.9700 2941.47	GE
0204	MEDICAL ADMINISTRATIVE OFFICER	41.4800 7189.87	43.5500 7548.67	45.7300 7926.53	48.0200 8323.47	50.4200 8739.47	MA
2525	MEDICAL BILLING SUPERVISOR	24.1300 4182.53	25.3400 4392.27	26.6100 4612.40	27.9400 4842.93	29.3400 5085.60	SU
2501	MEDICAL OFFICE ASSISTANT I	14.2400 2468.27	14.9500 2591.33	15.7000 2721.33	16.4900 2858.27	17.3100 3000.40	GE
2502	MEDICAL OFFICE ASSISTANT II	15.6600 2714.40	16.4400 2849.60	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	GE
2504	MEDICAL OFFICE SERVICES SUPV	19.9400 3456.27	20.9400 3629.60	21.9900 3811.60	23.0900 4002.27	24.2400 4201.60	SU
8635	MEDICAL RECORDS TECHNICIAN	18.0300 3125.20	18.9300 3281.20	19.8800 3445.87	20.8700 3617.47	21.9100 3797.73	GE
8630	MENTAL HEALTH AIDE	12.7700 2213.47	13.4100 2324.40	14.0800 2440.53	14.7800 2561.87	15.5200 2690.13	GE
8123	MENTAL HEALTH CLINICAL NURSE	35.6700 6182.80	37.4500 6491.33	39.3200 6815.47	41.2900 7156.93	43.3500 7514.00	PL



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8200	MENTAL HEALTH CLINICIAN IA	26.4800 4589.87	27.8000 4818.67	29.1900 5059.60	30.6500 5312.67	32.1800 5577.87	PL
8203	MENTAL HEALTH CLINICIAN IB	29.1400 5050.93	30.6000 5304.00	32.1300 5569.20	33.7400 5848.27	35.4300 6141.20	PL
8201	MENTAL HEALTH CLINICIAN II	30.6000 5304.00	32.1300 5569.20	33.7400 5848.27	35.4300 6141.20	37.2000 6448.00	PL
1251	MENTAL HEALTH DIRECTOR	60.1100 10419.07	63.1200 10940.80	66.2800 11488.53	69.5900 12062.27	73.0700 12665.47	UM
5160	MENTAL HEALTH DRIVER - X HELP	11.0000 1906.67	11.5500 2002.00	12.1300 2102.53	12.7400 2208.27	13.3800 2319.20	EH
2516	MENTAL HEALTH FISCAL/REC ASST	20.0700 3478.80	21.0700 3652.13	22.1200 3834.13	23.2300 4026.53	24.3900 4227.60	GE
0221	MENTAL HEALTH MEDICAL DIRECTOR	98.3100 17040.40	103.2300 17893.20	108.3900 18787.60	113.8100 19727.07	119.5000 20713.33	MA
8111	MENTAL HEALTH NURSE PRAC	42.3900 7347.60	44.5100 7715.07	46.7400 8101.60	49.0800 8507.20	51.5300 8931.87	PL
8621	MENTAL HEALTH PATIENTS RTS ADV	25.9400 4496.27	27.2400 4721.60	28.6000 4957.33	30.0300 5205.20	31.5300 5465.20	GE
5184	MENTAL HEALTH PROF - X HELP	20.0000 3466.67	21.0000 3640.00	22.0500 3822.00	23.1500 4012.67	24.3100 4213.73	EH
8205	MENTAL HEALTH PROGRAM COORD IA	32.9600 5713.07	34.6100 5999.07	36.3400 6298.93	38.1600 6614.40	40.0700 6945.47	SU

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8204	MENTAL HEALTH PROGRAM COORD IB	34.6100 5999.07	36.3400 6298.93	38.1600 6614.40	40.0700 6945.47	42.0700 7292.13	SU
8206	MENTAL HEALTH PROGRAM COORD II	36.3300 6297.20	38.1500 6612.67	40.0600 6943.73	42.0600 7290.40	44.1600 7654.40	SU
5182	MENTAL HEALTH THRPY CONS-X HLP	40.7100 7056.40	42.7500 7410.00	44.8900 7780.93	47.1300 8169.20	49.4900 8578.27	EH
8631	MENTAL HEALTH WORKER I	17.7100 3069.73	18.6000 3224.00	19.5300 3385.20	20.5100 3555.07	21.5400 3733.60	GE
8632	MENTAL HEALTH WORKER II	19.6700 3409.47	20.6500 3579.33	21.6800 3757.87	22.7600 3945.07	23.9000 4142.67	GE
2621	MICROFILM/IMAGING TECH I	14.0900 2442.27	14.7900 2563.60	15.5300 2691.87	16.3100 2827.07	17.1300 2969.20	GE
2622	MICROFILM/IMAGING TECH II	15.6600 2714.40	16.4400 2849.60	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	GE
7628	MUSEUM ADMINISTRATOR	29.8100 5167.07	31.3000 5425.33	32.8700 5697.47	34.5100 5981.73	36.2400 6281.60	PL
7819	NUTRITION SERVICES SUPERVISOR	30.7100 5323.07	32.2500 5590.00	33.8600 5869.07	35.5500 6162.00	37.3300 6470.53	SU
7816	NUTRITIONIST	27.9100 4837.73	29.3100 5080.40	30.7800 5335.20	32.3200 5602.13	33.9400 5882.93	PL
8411	OCCUPATIONAL THERAPIST	38.5400 6680.27	40.4700 7014.80	42.4900 7364.93	44.6100 7732.40	46.8400 8118.93	PL

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2101	OFFICE ASSISTANT I	12.8100 2220.40	13.4500 2331.33	14.1200 2447.47	14.8300 2570.53	15.5700 2698.80	GE
2102	OFFICE ASSISTANT II	14.2400 2468.27	14.9500 2591.33	15.7000 2721.33	16.4900 2858.27	17.3100 3000.40	GE
2103	OFFICE ASSISTANT III	15.6600 2714.40	16.4400 2849.60	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	GE
2121	OFFICE ASSISTANT SUPV I	18.4800 3203.20	19.4000 3362.67	20.3700 3530.80	21.3900 3707.60	22.4600 3893.07	SU
2122	OFFICE ASSISTANT SUPV II	19.5500 3388.67	20.5300 3558.53	21.5600 3737.07	22.6400 3924.27	23.7700 4120.13	SU
2125	OFFICE SERVICES SUPV	18.4800 3203.20	19.4000 3362.67	20.3700 3530.80	21.3900 3707.60	22.4600 3893.07	SU
2106	OFFICE TECHNICIAN	16.6100 2879.07	17.4400 3022.93	18.3100 3173.73	19.2300 3333.20	20.1900 3499.60	GE
4505	OPERATIONS SUPERVISOR	32.6700 5662.80	34.3000 5945.33	36.0200 6243.47	37.8200 6555.47	39.7100 6883.07	TC
5115	PARALEGAL I	20.6900 3586.27	21.7200 3764.80	22.8100 3953.73	23.9500 4151.33	25.1500 4359.33	GE
5116	PARALEGAL II	22.3600 3875.73	23.4800 4069.87	24.6500 4272.67	25.8800 4485.87	27.1700 4709.47	GE
6220	PARK OPERATIONS ASSISTANT - EH	11.0000 1906.67	11.5500 2002.00	12.1300 2102.53	12.7400 2208.27	13.3800 2319.20	EH

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0181	PARKS MANAGER	49.8200 8635.47	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	UM
4207	PARKS PROJECT COORDINATOR	29.6200 5134.13	31.1000 5390.67	32.6600 5661.07	34.2900 5943.60	36.0000 6240.00	PL
3511	PARTS TECHNICIAN	19.1700 3322.80	20.1300 3489.20	21.1400 3664.27	22.2000 3848.00	23.3100 4040.40	TC
3304	PAYROLL BENEFITS SPECIALIST	26.0100 4508.40	27.3100 4733.73	28.6800 4971.20	30.1100 5219.07	31.6200 5480.80	CO
3310	PAYROLL TECHNICIAN	23.7600 4118.40	24.9500 4324.67	26.2000 4541.33	27.5100 4768.40	28.8900 5007.60	CO
8405	PHYSICAL THERAPIST	38.5400 6680.27	40.4700 7014.80	42.4900 7364.93	44.6100 7732.40	46.8400 8118.93	PL
0168	PHYSICIAN	62.3700 10810.80	65.4900 11351.60	68.7600 11918.40	72.2000 12514.67	75.8100 13140.40	PL
9992	PRECINCT PLANNING SPECIALIST	22.8700 3964.13	24.0100 4161.73	25.2100 4369.73	26.4700 4588.13	27.7900 4816.93	GE
5187	PRIMARY INTERVENTION AIDE - EH	12.4600 2159.73	12.4600 2159.73	12.4600 2159.73	12.4600 2159.73	12.4600 2159.73	EH
5105	PRINCIPAL ASST COUNTY COUNSEL	63.9500 11084.67	67.1500 11639.33	70.5100 12221.73	74.0400 12833.60	77.7400 13474.93	CC
4102	PRINCIPAL ENGINEERING TECH	34.0000 5893.33	35.7000 6188.00	37.4900 6498.27	39.3600 6822.40	41.3300 7163.87	SU

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POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
1300	PRINCIPAL FINANCIAL ANALYST	49.8200 8635.47	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	UM
1403	PRINCIPAL HUMAN RSRCS ANALYST	38.7900 6723.60	40.7300 7059.87	42.7700 7413.47	44.9100 7784.40	47.1600 8174.40	UM
3155	PRINCIPAL INFO TECH ANALYST	42.2900 7330.27	44.4000 7696.00	46.6200 8080.80	48.9500 8484.67	51.4000 8909.33	SU
1309	PRINCIPAL MGMNT ANALYST	49.8200 8635.47	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	UM
4204	PRINCIPAL PLANNER	38.6100 6692.40	40.5400 7026.93	42.5700 7378.80	44.7000 7748.00	46.9400 8136.27	MA
1505	PRINCIPAL RISK MGNT ANALYST	38.7900 6723.60	40.7300 7059.87	42.7700 7413.47	44.9100 7784.40	47.1600 8174.40	UM
7807	PRINCIPAL STAFF SRVCS ANALYST	38.1500 6612.67	40.0600 6943.73	42.0600 7290.40	44.1600 7654.40	46.3700 8037.47	MA
5703	PROBATION ASSISTANT	19.0200 3296.80	19.9700 3461.47	20.9700 3634.80	22.0200 3816.80	23.1200 4007.47	GE
7117	PROBATION TRANSPORT DRIVER	11.1100 1925.73	11.6700 2022.80	12.2500 2123.33	12.8600 2229.07	13.5000 2340.00	GE
0185	PROCUREMENT AND CONTRACTS MGR	43.2200 7491.47	45.3800 7865.87	47.6500 8259.33	50.0300 8671.87	52.5300 9105.20	MA
7300	PROGRAM AIDE	13.9600 2419.73	14.6600 2541.07	15.3900 2667.60	16.1600 2801.07	16.9700 2941.47	GE

COUNTY OF EL DORADO  
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7301	PROGRAM ASSISTANT	18.9000 3276.00	19.8500 3440.67	20.8400 3612.27	21.8800 3792.53	22.9700 3981.47	GE
7302	PROGRAM COORDINATOR	21.7500 3770.00	22.8400 3958.93	23.9800 4156.53	25.1800 4364.53	26.4400 4582.93	SU
7121	PROGRAM MANAGER	41.1800 7137.87	43.2400 7494.93	45.4000 7869.33	47.6700 8262.80	50.0500 8675.33	MA
7120	PROGRAM MANAGER-PROTECTIVE SVC	44.2700 7673.47	46.4800 8056.53	48.8000 8458.67	51.2400 8881.60	53.8000 9325.33	MA
2605	PROPERTY TRANSFER SPECIALIST	22.3000 3865.33	23.4200 4059.47	24.5900 4262.27	25.8200 4475.47	27.1100 4699.07	GE
2606	PROPERTY TRANSFER SUPV	25.6500 4446.00	26.9300 4667.87	28.2800 4901.87	29.6900 5146.27	31.1700 5402.80	SU
5925	PROPERTY-EVIDENCE TECHNICIAN	23.6800 4104.53	24.8600 4309.07	26.1000 4524.00	27.4100 4751.07	28.7800 4988.53	GE
8213	PSYCHIATRIC CASE MANAGER	23.1300 4009.20	24.2900 4210.27	25.5000 4420.00	26.7800 4641.87	28.1200 4874.13	GE
5648	PSYCHIATRIC CLINICIAN - X HELP	91.0900 15788.93	91.0900 15788.93	91.0900 15788.93	91.0900 15788.93	91.0900 15788.93	EH
8121	PSYCHIATRIC NURSING SUPV	35.3200 6122.13	37.0900 6428.93	38.9400 6749.60	40.8900 7087.60	42.9300 7441.20	SU
8211	PSYCHIATRIC TECHNICIAN I	21.0100 3641.73	22.0600 3823.73	23.1600 4014.40	24.3200 4215.47	25.5400 4426.93	GE

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8212	PSYCHIATRIC TECHNICIAN II	23.3600 4049.07	24.5300 4251.87	25.7600 4465.07	27.0500 4688.67	28.4000 4922.67	GE
8227	PSYCHIATRIST - EXTRA HELP	170.0000 29466.67	170.0000 29466.67	170.0000 29466.67	170.0000 29466.67	170.0000 29466.67	EH
8225	PSYCHIATRIST I	100.6800 17451.20	105.7100 18323.07	111.0000 19240.00	116.5500 20202.00	122.3800 21212.53	UM
8226	PSYCHIATRIST II	118.4600 20533.07	124.3800 21559.20	130.6000 22637.33	137.1300 23769.20	143.9900 24958.27	UM
1261	PUBLIC DEFENDER	71.9600 12473.07	75.5600 13097.07	79.3400 13752.27	83.3100 14440.40	87.4800 15163.20	UD
8611	PUBLIC HLTH AIDE	14.0600 2437.07	14.7600 2558.40	15.5000 2686.67	16.2800 2821.87	17.0900 2962.27	GE
5738	PUBLIC HLTH CLINICIAN - X HELP	47.4800 8229.87	49.8500 8640.67	52.3400 9072.27	54.9600 9526.40	57.7100 10003.07	EH
5739	PUBLIC HLTH CLINICIAN BRD CERT	79.1400 13717.60	83.1000 14404.00	87.2600 15125.07	91.6200 15880.80	96.2000 16674.67	EH
8301	PUBLIC HLTH LAB DIRECTOR	44.0400 7633.60	46.2400 8014.93	48.5500 8415.33	50.9800 8836.53	53.5300 9278.53	MA
8305	PUBLIC HLTH LAB TECH I	15.4600 2679.73	16.2300 2813.20	17.0400 2953.60	17.8900 3100.93	18.7800 3255.20	GE
8306	PUBLIC HLTH LAB TECH II	17.0000 2946.67	17.8500 3094.00	18.7400 3248.27	19.6800 3411.20	20.6600 3581.07	GE

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8311	PUBLIC HLTH MICROBIOLOGIST	30.7200 5324.80	32.2600 5591.73	33.8700 5870.80	35.5600 6163.73	37.3400 6472.27	PL
8110	PUBLIC HLTH NURS PRAC/PHY ASST	42.8100 7420.40	44.9500 7791.33	47.2000 8181.33	49.5600 8590.40	52.0400 9020.27	PL
8115	PUBLIC HLTH NURSE I	30.4500 5278.00	31.9700 5541.47	33.5700 5818.80	35.2500 6110.00	37.0100 6415.07	PL
8116	PUBLIC HLTH NURSE II	33.8500 5867.33	35.5400 6160.27	37.3200 6468.80	39.1900 6792.93	41.1500 7132.67	PL
1241	PUBLIC HLTH OFFICER	83.4500 14464.67	87.6200 15187.47	92.0000 15946.67	96.6000 16744.00	101.4300 17581.20	UD
4606	PUBLIC INFORMATION SPECIALIST	30.1600 5227.73	31.6700 5489.47	33.2500 5763.33	34.9100 6051.07	36.6600 6354.40	PL
3801	PUBLIC SAFETY DISPATCHER I	21.0700 3652.13	22.1200 3834.13	23.2300 4026.53	24.3900 4227.60	25.6100 4439.07	TC
3802	PUBLIC SAFETY DISPATCHER II	23.4300 4061.20	24.6000 4264.00	25.8300 4477.20	27.1200 4700.80	28.4800 4936.53	TC
2115	PUBLIC SERVICES ASSISTANT	15.6100 2705.73	16.3900 2840.93	17.2100 2983.07	18.0700 3132.13	18.9700 3288.13	GE
5900	QUALITY IMPROVEMENT COORD	27.2100 4716.40	28.5700 4952.13	30.0000 5200.00	31.5000 5460.00	33.0800 5733.87	PL
3814	RADIO MAINTENANCE TECHNICIAN	23.3500 4047.33	24.5200 4250.13	25.7500 4463.33	27.0400 4686.93	28.3900 4920.93	TC



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2641	RECORDABLE DOC TECHNICIAN	18.7100 3243.07	19.6500 3406.00	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	GE
2611	RECORDER DOC EXAM/INDEXER I	16.2300 2813.20	17.0400 2953.60	17.8900 3100.93	18.7800 3255.20	19.7200 3418.13	GE
2612	RECORDER DOC EXAM/INDEXER II	17.8500 3094.00	18.7400 3248.27	19.6800 3411.20	20.6600 3581.07	21.6900 3759.60	GE
2645	RECORDER-CLERK SERVICES SUPERV	22.1300 3835.87	23.2400 4028.27	24.4000 4229.33	25.6200 4440.80	26.9000 4662.67	SU
8113	REGISTERED NURSE	26.9500 4671.33	28.3000 4905.33	29.7200 5151.47	31.2100 5409.73	32.7700 5680.13	PL
1264	REGISTRAR OF VOTERS	48.8500 8467.33	51.2900 8890.27	53.8500 9334.00	56.5400 9800.27	59.3700 10290.80	UD
3601	REPROGRAPHICS TECH I	15.5300 2691.87	16.3100 2827.07	17.1300 2969.20	17.9900 3118.27	18.8900 3274.27	TC
3602	REPROGRAPHICS TECH II	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	19.9800 3463.20	20.9800 3636.53	TC
3701	REVENUE RECOVERY OFFICER I	18.9600 3286.40	19.9100 3451.07	20.9100 3624.40	21.9600 3806.40	23.0600 3997.07	GE
3702	REVENUE RECOVERY OFFICER II	21.0700 3652.13	22.1200 3834.13	23.2300 4026.53	24.3900 4227.60	25.6100 4439.07	GE
4121	RIGHT OF WAY PROGRAM MANAGER	44.3900 7694.27	46.6100 8079.07	48.9400 8482.93	51.3900 8907.60	53.9600 9353.07	MA

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4122	RIGHT OF WAY SUPERVISOR	35.2900 6116.93	37.0500 6422.00	38.9000 6742.67	40.8500 7080.67	42.8900 7434.27	SU
1501	RISK MANAGEMENT ANALYST I	27.4100 4751.07	28.7800 4988.53	30.2200 5238.13	31.7300 5499.87	33.3200 5775.47	UM
1502	RISK MANAGEMENT ANALYST II	30.4600 5279.73	31.9800 5543.20	33.5800 5820.53	35.2600 6111.73	37.0200 6416.80	UM
1506	RISK MANAGEMENT TECHNICIAN	23.7600 4118.40	24.9500 4324.67	26.2000 4541.33	27.5100 4768.40	28.8900 5007.60	CO
0253	RISK MANAGER	49.8200 8635.47	52.3100 9067.07	54.9300 9521.20	57.6800 9997.87	60.5600 10497.07	UM
3195	RIVER INSTRUCT - X HELP	14.7100 2549.73	15.4500 2678.00	16.2200 2811.47	17.0300 2951.87	17.8800 3099.20	EH
4626	RIVER RECREATION SUPV	21.7500 3770.00	22.8400 3958.93	23.9800 4156.53	25.1800 4364.53	26.4400 4582.93	GE
2105	SCREENER	15.6100 2705.73	16.3900 2840.93	17.2100 2983.07	18.0700 3132.13	18.9700 3288.13	GE
2110	SECRETARY	16.0800 2787.20	16.8800 2925.87	17.7200 3071.47	18.6100 3225.73	19.5400 3386.93	GE
5609	SENIOR CITIZENS ATTORNEY I	36.4900 6324.93	38.3100 6640.40	40.2300 6973.20	42.2400 7321.60	44.3500 7687.33	CA
5610	SENIOR CITIZENS ATTORNEY II	42.9900 7451.60	45.1400 7824.27	47.4000 8216.00	49.7700 8626.80	52.2600 9058.40	CA

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5611	SENIOR CITIZENS ATTORNEY III	49.1800 8524.53	51.6400 8950.93	54.2200 9398.13	56.9300 9867.87	59.7800 10361.87	CA
7311	SENIORS' DAYCARE PROGRAM SUPV	25.0000 4333.33	26.2500 4550.00	27.5600 4777.07	28.9400 5016.27	30.3900 5267.60	SU
6290	SERVICES OPERATIONS COORD	19.1700 3322.80	20.1300 3489.20	21.1400 3664.27	22.2000 3848.00	23.3100 4040.40	TC
2131	SERVICES SUPPORT ASSISTANT I	14.0500 2435.33	14.7500 2556.67	15.4900 2684.93	16.2600 2818.40	17.0700 2958.80	GE
2132	SERVICES SUPPORT ASSISTANT II	15.6200 2707.47	16.4000 2842.67	17.2200 2984.80	18.0800 3133.87	18.9800 3289.87	GE
2133	SERVICES SUPPORT ASSISTANT III	17.1700 2976.13	18.0300 3125.20	18.9300 3281.20	19.8800 3445.87	20.8700 3617.47	GE
1126	SHERIFF/CORONER/PUBLIC ADMIN	85.5700 14832.13	85.5700 14832.13	85.5700 14832.13	85.5700 14832.13	85.5700 14832.13	EL
5420	SHERIFF'S CAPTAIN	65.8600 11415.73	69.1500 11986.00	72.6100 12585.73	76.2400 13214.93	80.0500 13875.33	SM
3809	SHERIFF'S COMMUNICATION MGR	41.1700 7136.13	43.2300 7493.20	45.3900 7867.60	47.6600 8261.07	50.0400 8673.60	MA
2711	SHERIFF'S FISCAL TECHNICIAN	20.9700 3634.80	22.0200 3816.80	23.1200 4007.47	24.2800 4208.53	25.4900 4418.27	GE
5415	SHERIFF'S LIEUTENANT	56.4900 9791.60	59.3100 10280.40	62.2800 10795.20	65.3900 11334.27	68.6600 11901.07	SM

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2707	SHERIFF'S RECORDS MANAGER	34.2400 5934.93	35.9500 6231.33	37.7500 6543.33	39.6400 6870.93	41.6200 7214.13	MA
2706	SHERIFF'S RECORDS SUPV	25.7800 4468.53	27.0700 4692.13	28.4200 4926.13	29.8400 5172.27	31.3300 5430.53	SU
5512	SHERIFF'S SECURITY OFFICER	23.5800 4087.20	24.7600 4291.73	26.0000 4506.67	27.3000 4732.00	28.6700 4969.47	GE
5410	SHERIFF'S SERGEANT	41.7400 7234.93	43.8300 7597.20	46.0200 7976.80	48.3200 8375.47	50.7400 8794.93	SA
2708	SHERIFF'S SUPPORT SERVICES MGR	63.5400 11013.60	66.7200 11564.80	70.0600 12143.73	73.5600 12750.40	77.2400 13388.27	MA
2716	SHERIFF'S TECHNICIAN I	19.0200 3296.80	19.9700 3461.47	20.9700 3634.80	22.0200 3816.80	23.1200 4007.47	GE
2717	SHERIFF'S TECHNICIAN II	20.9700 3634.80	22.0200 3816.80	23.1200 4007.47	24.2800 4208.53	25.4900 4418.27	GE
3178	SHERIFF'S TECHNOLOGY MANAGER	45.7300 7926.53	48.0200 8323.47	50.4200 8739.47	52.9400 9176.27	55.5900 9635.60	MA
2709	SHERIFF'S TRAINING COORDINATOR	23.0300 3991.87	24.1800 4191.20	25.3900 4400.93	26.6600 4621.07	27.9900 4851.60	GE
6142	SNOW REMOVAL WKR - EXTRA HELP	20.5100 3555.07	21.5400 3733.60	22.6200 3920.80	23.7500 4116.67	24.9400 4322.93	EH
7124	SOCIAL SERVICE PROGRAM MANAGER	44.2700 7673.47	46.4800 8056.53	48.8000 8458.67	51.2400 8881.60	53.8000 9325.33	MA

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7208	SOCIAL SERVICES AIDE	17.3600 3009.07	18.2300 3159.87	19.1400 3317.60	20.1000 3484.00	21.1100 3659.07	GE
7211	SOCIAL SERVICES SUPV I	30.5300 5291.87	32.0600 5557.07	33.6600 5834.40	35.3400 6125.60	37.1100 6432.40	SU
7212	SOCIAL SERVICES SUPV II	34.8800 6045.87	36.6200 6347.47	38.4500 6664.67	40.3700 6997.47	42.3900 7347.60	SU
7206	SOCIAL WORKER CLINICIAN	32.7800 5681.87	34.4200 5966.13	36.1400 6264.27	37.9500 6578.00	39.8500 6907.33	PL
7201	SOCIAL WORKER I	21.5400 3733.60	22.6200 3920.80	23.7500 4116.67	24.9400 4322.93	26.1900 4539.60	PL
7202	SOCIAL WORKER II	23.6300 4095.87	24.8100 4300.40	26.0500 4515.33	27.3500 4740.67	28.7200 4978.13	PL
7203	SOCIAL WORKER III	29.7200 5151.47	31.2100 5409.73	32.7700 5680.13	34.4100 5964.40	36.1300 6262.53	PL
7205	SOCIAL WORKER IV	31.2800 5421.87	32.8400 5692.27	34.4800 5976.53	36.2000 6274.67	38.0100 6588.40	PL
6624	SOLID WASTE TECHNICIAN	16.5900 2875.60	17.4200 3019.47	18.2900 3170.27	19.2000 3328.00	20.1600 3494.40	TC
5608	SPECIAL INVESTIGATOR-DIST ATNY	35.1000 6084.00	36.8600 6389.07	38.7000 6708.00	40.6400 7044.27	42.6700 7396.13	GE
3303	SR. ACCOUNTANT	28.9000 5009.33	30.3500 5260.67	31.8700 5524.13	33.4600 5799.73	35.1300 6089.20	PL

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1308	SR. ADMINISTRATIVE ANALYST	35.1100 6085.73	36.8700 6390.80	38.7100 6709.73	40.6500 7046.00	42.6800 7397.87	PL
4129	SR. AIR QUALITY ENGINEER	43.0200 7456.80	45.1700 7829.47	47.4300 8221.20	49.8000 8632.00	52.2900 9063.60	SU
4643	SR. AIR QUALITY SPECIALIST	37.9800 6583.20	39.8800 6912.53	41.8700 7257.47	43.9600 7619.73	46.1600 8001.07	PL
5803	SR. ANIMAL CONTROL OFFICER	19.6500 3406.00	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	23.8800 4139.20	TC
4303	SR. APPRAISER	28.4700 4934.80	29.8900 5180.93	31.3800 5439.20	32.9500 5711.33	34.6000 5997.33	PL
2603	SR. ASSESSMENT TECHNICIAN	20.7400 3594.93	21.7800 3775.20	22.8700 3964.13	24.0100 4161.73	25.2100 4369.73	GE
4312	SR. AUDITOR/APPRaiser	28.4700 4934.80	29.8900 5180.93	31.3800 5439.20	32.9500 5711.33	34.6000 5997.33	PL
6115	SR. BRIDGE MAINTENANCE WORKER	25.0300 4338.53	26.2800 4555.20	27.5900 4782.27	28.9700 5021.47	30.4200 5272.80	TC
6608	SR. BUILDING MAINTENANCE WKR	22.1100 3832.40	23.2200 4024.80	24.3800 4225.87	25.6000 4437.33	26.8800 4659.20	TC
3403	SR. BUYER	30.2200 5238.13	31.7300 5499.87	33.3200 5775.47	34.9900 6064.93	36.7400 6368.27	GE
4719	SR. CADD TECHNICIAN	29.3900 5094.27	30.8600 5349.07	32.4000 5616.00	34.0200 5896.80	35.7200 6191.47	GE

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1318	SR. CAO ADMINISTRATIVE ANALYST	43.1900 7486.27	45.3500 7860.67	47.6200 8254.13	50.0000 8666.67	52.5000 9100.00	UM
5604	SR. CHILD SUPPORT INVESTIGATOR	22.0500 3822.00	23.1500 4012.67	24.3100 4213.73	25.5300 4425.20	26.8100 4647.07	GE
4107	SR. CIVIL ENGINEER	45.0000 7800.00	47.2500 8190.00	49.6100 8599.07	52.0900 9028.93	54.6900 9479.60	SU
5503	SR. CORRECTIONAL OFFICER	21.4800 3723.20	22.5500 3908.67	23.6800 4104.53	24.8600 4309.07	26.1000 4524.00	CR
6626	SR. CUSTODIAN	15.7000 2721.33	16.4900 2858.27	17.3100 3000.40	18.1800 3151.20	19.0900 3308.93	TC
7903	SR. DEPARTMENT ANALYST	35.1100 6085.73	36.8700 6390.80	38.7100 6709.73	40.6500 7046.00	42.6800 7397.87	PL
3173	SR. DEPARTMENT SYSTEMS ANALYST	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
2908	SR. DEPUTY CLERK OF THE BOARD	20.1100 3485.73	21.1200 3660.80	22.1800 3844.53	23.2900 4036.93	24.4500 4238.00	CO
5106	SR. DEPUTY COUNTY COUNSEL	64.8000 11232.00	68.0400 11793.60	71.4400 12382.93	75.0100 13001.73	78.7600 13651.73	CC
5723	SR. DEPUTY PROBATION OFCR-INST	25.5700 4432.13	26.8500 4654.00	28.1900 4886.27	29.6000 5130.67	31.0800 5387.20	PR
5705	SR. DEPUTY PROBATION OFFICER	28.4200 4926.13	29.8400 5172.27	31.3300 5430.53	32.9000 5702.67	34.5500 5988.67	PR

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4703	SR. DEVELOPMENT AIDE	19.8800 3445.87	20.8700 3617.47	21.9100 3797.73	23.0100 3988.40	24.1600 4187.73	GE
4711	SR. DEVELOPMENT TECHNICIAN	24.1300 4182.53	25.3400 4392.27	26.6100 4612.40	27.9400 4842.93	29.3400 5085.60	GE
2609	SR. ELECTIONS TECHNICIAN	20.1100 3485.73	21.1200 3660.80	22.1800 3844.53	23.2900 4036.93	24.4500 4238.00	GE
7837	SR. ENERGY/WEATHERIZATION TECH	20.3400 3525.60	21.3600 3702.40	22.4300 3887.87	23.5500 4082.00	24.7300 4286.53	TC
4718	SR. ENGINEERING TECHNICIAN	29.3900 5094.27	30.8600 5349.07	32.4000 5616.00	34.0200 5896.80	35.7200 6191.47	GE
6204	SR. EQUIPMENT MECHANIC	24.2600 4205.07	25.4700 4414.80	26.7400 4634.93	28.0800 4867.20	29.4800 5109.87	TC
2204	SR. FISCAL ASSISTANT	19.3000 3345.33	20.2700 3513.47	21.2800 3688.53	22.3400 3872.27	23.4600 4066.40	GE
6303	SR. FLEET SERVICES TECHNICIAN	21.8800 3792.53	22.9700 3981.47	24.1200 4180.80	25.3300 4390.53	26.6000 4610.67	TC
3183	SR. GIS ANALYST	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
6623	SR. GROUNDS MAINTENANCE WORKER	19.8900 3447.60	20.8800 3619.20	21.9200 3799.47	23.0200 3990.13	24.1700 4189.47	TC
6125	SR. HIGHWAY MAINTENANCE WORKER	25.0300 4338.53	26.2800 4555.20	27.5900 4782.27	28.9700 5021.47	30.4200 5272.80	TC



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1404	SR. HUMAN RESOURCES ANALYST	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	40.5500 7028.67	42.5800 7380.53	UM
3163	SR. INFORMATION TECHNO TECH	22.9400 3976.27	24.0900 4175.60	25.2900 4383.60	26.5500 4602.00	27.8800 4832.53	GE
5612	SR. INVESTIGATOR (PUBLIC DEF)	43.6300 7562.53	45.8100 7940.40	48.1000 8337.33	50.5100 8755.07	53.0400 9193.60	GE
3154	SR. IT ANALYST	37.5600 6510.40	39.4400 6836.27	41.4100 7177.73	43.4800 7536.53	45.6500 7912.67	PL
3142	SR. IT ANALYST - NETWORKING	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
3141	SR. IT ANALYST-APP/WEB DEV/SUP	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
3143	SR. IT ANALYST-OFFICE SYSTEMS	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
3144	SR. IT ANALYST-OPERATING SYST	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
3145	SR. IT ANALYST-SERVER ADMIN	37.9300 6574.53	39.8300 6903.87	41.8200 7248.80	43.9100 7611.07	46.1100 7992.40	PL
3146	SR. IT ANALYST-TELECOM	37.5600 6510.40	39.4400 6836.27	41.4100 7177.73	43.4800 7536.53	45.6500 7912.67	PL
3177	SR. IT DEPARTMENT COORDINATOR	35.8500 6214.00	37.6400 6524.27	39.5200 6850.13	41.5000 7193.33	43.5800 7553.87	PL

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2413	SR. LEGAL OFFICE ASSISTANT	16.6100 2879.07	17.4400 3022.93	18.3100 3173.73	19.2300 3333.20	20.1900 3499.60	GE
2403	SR. LEGAL SECRETARY	20.7100 3589.73	21.7500 3770.00	22.8400 3958.93	23.9800 4156.53	25.1800 4364.53	GE
7605	SR. LIBRARY ASSISTANT	17.1300 2969.20	17.9900 3118.27	18.8900 3274.27	19.8300 3437.20	20.8200 3608.80	GE
8107	SR. LICENSED VOCATIONAL NURSE	20.6300 3575.87	21.6600 3754.40	22.7400 3941.60	23.8800 4139.20	25.0700 4345.47	GE
2523	SR. MEDICAL BILLING ASSISTANT	20.5400 3560.27	21.5700 3738.80	22.6500 3926.00	23.7800 4121.87	24.9700 4328.13	GE
2503	SR. MEDICAL OFFICE ASSISTANT	16.6100 2879.07	17.4400 3022.93	18.3100 3173.73	19.2300 3333.20	20.1900 3499.60	GE
2623	SR. MICROFILM/IMAGING TECH	17.0000 2946.67	17.8500 3094.00	18.7400 3248.27	19.6800 3411.20	20.6600 3581.07	GE
7817	SR. NUTRITIONIST	29.3200 5082.13	30.7900 5336.93	32.3300 5603.87	33.9500 5884.67	35.6500 6179.33	PL
2104	SR. OFFICE ASSISTANT	15.6600 2714.40	16.4400 2849.60	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	GE
4203	SR. PLANNER	36.0400 6246.93	37.8400 6558.93	39.7300 6886.53	41.7200 7231.47	43.8100 7593.73	PL
5926	SR. PROPERTY-EVIDENCE TECH	23.9500 4151.33	25.1500 4359.33	26.4100 4577.73	27.7300 4806.53	29.1200 5047.47	GE

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3803	SR. PUBLIC SAFETY DISPATCHER	24.5900 4262.27	25.8200 4475.47	27.1100 4699.07	28.4700 4934.80	29.8900 5180.93	TC
2613	SR. RECORDER DOC EXAM/INDEX	19.6400 3404.27	20.6200 3574.13	21.6500 3752.67	22.7300 3939.87	23.8700 4137.47	GE
3703	SR. REVENUE RECOVERY OFFICER	22.8700 3964.13	24.0100 4161.73	25.2100 4369.73	26.4700 4588.13	27.7900 4816.93	GE
1503	SR. RISK MANAGEMENT ANALYST	33.7300 5846.53	35.4200 6139.47	37.1900 6446.27	39.0500 6768.67	41.0000 7106.67	UM
2718	SR. SHERIFF'S TECHNICIAN	22.0200 3816.80	23.1200 4007.47	24.2800 4208.53	25.4900 4418.27	26.7600 4638.40	GE
7803	SR. STAFF SERVICES ANALYST	35.1100 6085.73	36.8700 6390.80	38.7100 6709.73	40.6500 7046.00	42.6800 7397.87	PL
4112	SR. TRAFFIC CIVIL ENGINEER	44.2400 7668.27	46.4500 8051.33	48.7700 8453.47	51.2100 8876.40	53.7700 9320.13	SU
6105	SR. TRAFFIC CONTROL MAINT WKR	25.0300 4338.53	26.2800 4555.20	27.5900 4782.27	28.9700 5021.47	30.4200 5272.80	TC
4634	SR. VECTOR CONTROL TECHNICIAN	22.2200 3851.47	23.3300 4043.87	24.5000 4246.67	25.7300 4459.87	27.0200 4683.47	GE
7402	SR. VETERANS SERVICE REPRESENT	21.3700 3704.13	22.4400 3889.60	23.5600 4083.73	24.7400 4288.27	25.9800 4503.20	GE
7801	STAFF SERVICES ANALYST I	27.4800 4763.20	28.8500 5000.67	30.2900 5250.27	31.8000 5512.00	33.3900 5787.60	PL

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7802	STAFF SERVICES ANALYST II	30.5300 5291.87	32.0600 5557.07	33.6600 5834.40	35.3400 6125.60	37.1100 6432.40	PL
7805	STAFF SERVICES MANAGER	41.1800 7137.87	43.2400 7494.93	45.4000 7869.33	47.6700 8262.80	50.0500 8675.33	MA
7800	STAFF SERVICES SPECIALIST	24.7300 4286.53	25.9700 4501.47	27.2700 4726.80	28.6300 4962.53	30.0600 5210.40	GE
3501	STOREKEEPER I	15.5300 2691.87	16.3100 2827.07	17.1300 2969.20	17.9900 3118.27	18.8900 3274.27	TC
3502	STOREKEEPER II	17.2600 2991.73	18.1200 3140.80	19.0300 3298.53	19.9800 3463.20	20.9800 3636.53	TC
3505	STOREKEEPER/COURIER	13.9800 2423.20	14.6800 2544.53	15.4100 2671.07	16.1800 2804.53	16.9900 2944.93	TC
6961	STUDENT INTERN - EXTRA HELP	11.0000 1906.67	11.5500 2002.00	12.1300 2102.53	12.7400 2208.27	13.3800 2319.20	EH
6963	STUDENT INTERN - GRAD/LAW EH	13.1500 2279.33	13.8100 2393.73	14.5000 2513.33	15.2300 2639.87	15.9900 2771.60	EH
6964	STUDENT INTERN - POST DOC EH	15.5300 2691.87	16.3100 2827.07	17.1300 2969.20	17.9900 3118.27	18.8900 3274.27	EH
6962	STUDENT INTERN - UNDERGRAD EH	12.1000 2097.33	12.7100 2203.07	13.3500 2314.00	14.0200 2430.13	14.7200 2551.47	EH
1141	SUPERVISOR - BOARD OF SUPVS	36.9600 6406.40	36.9600 6406.40	36.9600 6406.40	36.9600 6406.40	36.9600 6406.40	EL

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3906	SUPERVISOR'S ASSISTANT	28.4600 4933.07	29.8800 5179.20	31.3700 5437.47	32.9400 5709.60	34.5900 5995.60	CO
0182	SUPPORT SERVICES MANAGER	43.2200 7491.47	45.3800 7865.87	47.6500 8259.33	50.0300 8671.87	52.5300 9105.20	MA
3306	SUPV ACCOUNTANT/AUDITOR	33.3300 5777.20	35.0000 6066.67	36.7500 6370.00	38.5900 6688.93	40.5200 7023.47	SU
5810	SUPV ANIMAL CONTROL OFFICER	22.6100 3919.07	23.7400 4114.93	24.9300 4321.20	26.1800 4537.87	27.4900 4764.93	TC
4304	SUPV APPRAISER	32.7600 5678.40	34.4000 5962.67	36.1200 6260.80	37.9300 6574.53	39.8300 6903.87	SU
2604	SUPV ASSESSMENT TECHNICIAN	23.8400 4132.27	25.0300 4338.53	26.2800 4555.20	27.5900 4782.27	28.9700 5021.47	SU
4314	SUPV AUDITOR/APPRaiser	32.7600 5678.40	34.4000 5962.67	36.1200 6260.80	37.9300 6574.53	39.8300 6903.87	SU
4722	SUPV CADASTRAL DRAFTER	26.2500 4550.00	27.5600 4777.07	28.9400 5016.27	30.3900 5267.60	31.9100 5531.07	SU
4106	SUPV CIVIL ENGINEER	48.2700 8366.80	50.6800 8784.53	53.2100 9223.07	55.8700 9684.13	58.6600 10167.73	MA
4514	SUPV CODE ENFORCEMENT OFFICER	32.6700 5662.80	34.3000 5945.33	36.0200 6243.47	37.8200 6555.47	39.7100 6883.07	TC
5725	SUPV DEPUTY PROBATION OFCR-INS	31.6800 5491.20	33.2600 5765.07	34.9200 6052.80	36.6700 6356.13	38.5000 6673.33	PR

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5710	SUPV DEPUTY PROBATION OFFICER	33.2400 5761.60	34.9000 6049.33	36.6500 6352.67	38.4800 6669.87	40.4000 7002.67	PR
5308	SUPV DEPUTY PUBLIC DEFENDER	56.6800 9824.53	59.5100 10315.07	62.4900 10831.60	65.6100 11372.40	68.8900 11940.93	MA
7414	SUPV DEPUTY PUBLIC GUARDIAN	29.4100 5097.73	30.8800 5352.53	32.4200 5619.47	34.0400 5900.27	35.7400 6194.93	SU
4712	SUPV DEVELOPMENT TECH	26.8400 4652.27	28.1800 4884.53	29.5900 5128.93	31.0700 5385.47	32.6200 5654.13	SU
4604	SUPV ENVIRONMENTAL HEALTH SPEC	36.1400 6264.27	37.9500 6578.00	39.8500 6907.33	41.8400 7252.27	43.9300 7614.53	SU
6620	SUPV GROUNDS MAINT WORKER	22.8700 3964.13	24.0100 4161.73	25.2100 4369.73	26.4700 4588.13	27.7900 4816.93	TC
8505	SUPV HEALTH EDUCATION COORD	30.5900 5302.27	32.1200 5567.47	33.7300 5846.53	35.4200 6139.47	37.1900 6446.27	SU
3153	SUPV INFO TECHNOLOGY ANALYST	40.5900 7035.60	42.6200 7387.47	44.7500 7756.67	46.9900 8144.93	49.3400 8552.27	SU
3165	SUPV INFORMATION TECHNO TECH	26.7200 4631.47	28.0600 4863.73	29.4600 5106.40	30.9300 5361.20	32.4800 5629.87	SU
5600	SUPV INVESTIGATOR (DA)	46.4800 8056.53	48.8000 8458.67	51.2400 8881.60	53.8000 9325.33	56.4900 9791.60	SA
5614	SUPV INVESTIGATOR (PUBLIC DEF)	48.4600 8399.73	50.8800 8819.20	53.4200 9259.47	56.0900 9722.27	58.8900 10207.60	SU

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7611	SUPV LIBRARY ASSISTANT	18.4600 3199.73	19.3800 3359.20	20.3500 3527.33	21.3700 3704.13	22.4400 3889.60	SU
8633	SUPV MENTAL HEALTH WORKER	21.7600 3771.73	22.8500 3960.67	23.9900 4158.27	25.1900 4366.27	26.4500 4584.67	SU
8412	SUPV OCCUP'L/PHYS THERAPIST	44.3100 7680.40	46.5300 8065.20	48.8600 8469.07	51.3000 8892.00	53.8700 9337.47	SU
5928	SUPV PROPERTY EVIDENCE TECH	26.5100 4595.07	27.8400 4825.60	29.2300 5066.53	30.6900 5319.60	32.2200 5584.80	SU
8118	SUPV PUBLIC HEALTH NURSE	39.4000 6829.33	41.3700 7170.80	43.4400 7529.60	45.6100 7905.73	47.8900 8300.93	SU
3806	SUPV PUBLIC SAFETY DISPATCHER	27.0400 4686.93	28.3900 4920.93	29.8100 5167.07	31.3000 5425.33	32.8700 5697.47	TC
3704	SUPV REVENUE RECOVERY OFFICER	24.3400 4218.93	25.5600 4430.40	26.8400 4652.27	28.1800 4884.53	29.5900 5128.93	SU
7806	SUPV STAFF SERVICES ANALYST	34.7700 6026.80	36.5100 6328.40	38.3400 6645.60	40.2600 6978.40	42.2700 7326.80	SU
4619	SUPV WASTE SPECIALIST	38.5300 6678.53	40.4600 7013.07	42.4800 7363.20	44.6000 7730.67	46.8300 8117.20	SU
4731	SURVEY TECHNICIAN I	21.6900 3759.60	22.7700 3946.80	23.9100 4144.40	25.1100 4352.40	26.3700 4570.80	GE
4732	SURVEY TECHNICIAN II	24.1000 4177.33	25.3100 4387.07	26.5800 4607.20	27.9100 4837.73	29.3100 5080.40	GE

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1131	SURVEYOR	56.8500 9854.00	56.8500 9854.00	56.8500 9854.00	56.8500 9854.00	56.8500 9854.00	EL
7109	SYSTEMS SUPPORT ANALYST	22.1500 3839.33	23.2600 4031.73	24.4200 4232.80	25.6400 4444.27	26.9200 4666.13	GE
3131	SYSTEMS SUPPORT SPECIALIST I	28.6000 4957.33	30.0300 5205.20	31.5300 5465.20	33.1100 5739.07	34.7700 6026.80	GE
3132	SYSTEMS SUPPORT SPECIALIST II	31.4600 5453.07	33.0300 5725.20	34.6800 6011.20	36.4100 6311.07	38.2300 6626.53	GE
3168	TELECOMMUNICATIONS TECH I	28.8800 5005.87	30.3200 5255.47	31.8400 5518.93	33.4300 5794.53	35.1000 6084.00	GE
3169	TELECOMMUNICATIONS TECH II	31.7700 5506.80	33.3600 5782.40	35.0300 6071.87	36.7800 6375.20	38.6200 6694.13	GE
6104	TRAFFIC CONTROL MAINT SUPV	30.0200 5203.47	31.5200 5463.47	33.1000 5737.33	34.7600 6025.07	36.5000 6326.67	TC
6101	TRAFFIC CONTROL MAINT WKR I	18.4500 3198.00	19.3700 3357.47	20.3400 3525.60	21.3600 3702.40	22.4300 3887.87	TC
6102	TRAFFIC CONTROL MAINT WKR II	20.5100 3555.07	21.5400 3733.60	22.6200 3920.80	23.7500 4116.67	24.9400 4322.93	TC
6103	TRAFFIC CONTROL MAINT WKR III	22.7400 3941.60	23.8800 4139.20	25.0700 4345.47	26.3200 4562.13	27.6400 4790.93	TC
6106	TRAFFIC CONTROL MAINT WKR IV	23.9000 4142.67	25.1000 4350.67	26.3600 4569.07	27.6800 4797.87	29.0600 5037.07	TC



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4113	TRAFFIC ENGINEER	40.2100 6969.73	42.2200 7318.13	44.3300 7683.87	46.5500 8068.67	48.8800 8472.53	PL
4117	TRAFFIC OPERATIONS TECHNICIAN	30.7900 5336.93	32.3300 5603.87	33.9500 5884.67	35.6500 6179.33	37.4300 6487.87	GE
6137	TRAFFIC SUPERINTENDENT	39.3100 6813.73	41.2800 7155.20	43.3400 7512.27	45.5100 7888.40	47.7900 8283.60	MA
1405	TRAINING & ORGNZTNL DEV SPEC	38.7900 6723.60	40.7300 7059.87	42.7700 7413.47	44.9100 7784.40	47.1600 8174.40	UM
1311	TRANSPORTATION FISCAL SVCS MGR	41.1800 7137.87	43.2400 7494.93	45.4000 7869.33	47.6700 8262.80	50.0500 8675.33	MA
7116	TRANSPORTATION OFFICER-X HELP	11.0000 1906.67	11.5500 2002.00	12.1300 2102.53	12.7400 2208.27	13.3800 2319.20	EH
4114	TRANSPORTATION PLANNER	34.5600 5990.40	36.2900 6290.27	38.1000 6604.00	40.0100 6935.07	42.0100 7281.73	PL
1320	TRANSPORTATION TRNG/SAFETY TCH	24.4900 4244.93	25.7100 4456.40	27.0000 4680.00	28.3500 4914.00	29.7700 5160.13	GE
1136	TREASURER/TAX COLLECTOR	69.9700 12128.13	69.9700 12128.13	69.9700 12128.13	69.9700 12128.13	69.9700 12128.13	EL
0314	TREASURY QUANTITATIVE SPECLST	49.4100 8564.40	51.8800 8992.53	54.4700 9441.47	57.1900 9912.93	60.0500 10408.67	MA
0271	UNDERSHERIFF	74.5900 12928.93	78.3200 13575.47	82.2400 14254.93	86.3500 14967.33	90.6700 15716.13	UD

COUNTY OF EL DORADO  
 UNAPPROVED SALARY SCHEDULE  
 EFFECTIVE: 12/08/2018

POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
8125	UTILIZATION REVIEW COORD	39.7400 6888.27	41.7300 7233.20	43.8200 7595.47	46.0100 7975.07	48.3100 8373.73	PL
4633	VECTOR CONTROL SUPV	23.7700 4120.13	24.9600 4326.40	26.2100 4543.07	27.5200 4770.13	28.9000 5009.33	SU
4631	VECTOR CONTROL TECH I	18.7700 3253.47	19.7100 3416.40	20.7000 3588.00	21.7400 3768.27	22.8300 3957.20	GE
4632	VECTOR CONTROL TECH II	20.8600 3615.73	21.9000 3796.00	23.0000 3986.67	24.1500 4186.00	25.3600 4395.73	GE
1267	VETERANS SERVICE OFFICER	32.4000 5616.00	34.0200 5896.80	35.7200 6191.47	37.5100 6501.73	39.3900 6827.60	SU
7403	VETERANS SERVICES REP I	18.0900 3135.60	18.9900 3291.60	19.9400 3456.27	20.9400 3629.60	21.9900 3811.60	GE
7404	VETERANS SERVICES REP II	19.8800 3445.87	20.8700 3617.47	21.9100 3797.73	23.0100 3988.40	24.1600 4187.73	GE
5913	VICTIM WITNESS CLAIMS SPEC I	15.8000 2738.67	16.5900 2875.60	17.4200 3019.47	18.2900 3170.27	19.2000 3328.00	GE
5914	VICTIM WITNESS CLAIMS SPEC II	17.5700 3045.47	18.4500 3198.00	19.3700 3357.47	20.3400 3525.60	21.3600 3702.40	GE
5912	VICTIM WITNESS PROG COORD	20.8100 3607.07	21.8500 3787.33	22.9400 3976.27	24.0900 4175.60	25.2900 4383.60	SU
5911	VICTIM WITNESS PROG SPECIALIST	19.0000 3293.33	19.9500 3458.00	20.9500 3631.33	22.0000 3813.33	23.1000 4004.00	GE

COUNTY OF EL DORADO  
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POSITION NUMBER	POSITION TITLE	STEP1HRLY STEP1MTH	STEP2HRLY STEP2MTH	STEP3HRLY STEP3MTH	STEP4HRLY STEP4MTH	STEP5HRLY STEP5MTH	UNION CODE
7511	VOCATIONAL COUNSELOR	21.8500 3787.33	22.9400 3976.27	24.0900 4175.60	25.2900 4383.60	26.5500 4602.00	PL
4651	WASTE MANAGEMENT TECH I	22.1100 3832.40	23.2200 4024.80	24.3800 4225.87	25.6000 4437.33	26.8800 4659.20	TC
4652	WASTE MANAGEMENT TECH II	24.2900 4210.27	25.5000 4420.00	26.7800 4641.87	28.1200 4874.13	29.5300 5118.53	TC
4654	WASTE MANAGEMENT TECH III	26.2100 4543.07	27.5200 4770.13	28.9000 5009.33	30.3500 5260.67	31.8700 5524.13	TC
3711	WELFARE COLLECTIONS OFFICER	21.2800 3688.53	22.3400 3872.27	23.4600 4066.40	24.6300 4269.20	25.8600 4482.40	GE
5805	WILDLIFE SPECIALIST	23.1200 4007.47	24.2800 4208.53	25.4900 4418.27	26.7600 4638.40	28.1000 4870.67	TC
5920	WORK PROGRAM OFFICER	18.8400 3265.60	19.7800 3428.53	20.7700 3600.13	21.8100 3780.40	22.9000 3969.33	GE
5922	WORK PROGRAM SUPERVISOR	20.7600 3598.40	21.8000 3778.67	22.8900 3967.60	24.0300 4165.20	25.2300 4373.20	SU

