



## Legislation Details (With Text)

**File #:** 18-0303      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 2/15/2018      **In control:** Board of Supervisors

**On agenda:** 3/13/2018      **Final action:** 3/13/2018

**Title:** Human Resources Department recommending the Board:  
 1) Approve and adopt the newly revised Labor Relations Manager class specification (attached);  
 2) Increase the salary of the Labor Relations Manager to the market median as specified in the attached Resolution (hourly rate range \$49.04 - \$59.60); and  
 3) Approve and authorize the Chair to sign Resolution 028-2018 to amend the Authorized Personnel Allocation Resolution for the Human Resources Department to establish the salary and to delete 1.0 FTE Principal Human Resources Analyst and add 1.0 FTE Labor Relations Manager.

FUNDING: General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - CLEAN Labor Relations Manager 3-13-18, 2. B - REDLINE Labor Relations Manager 3-13-18, 3. C - Resolution Labor Relations Manager 3-13-18, 4. D - UM HMO Total Comp No Longevity 3-13-18, 5. Executed Resolution 028-2018

Date	Ver.	Action By	Action	Result
3/13/2018	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board:  
 1) Approve and adopt the newly revised Labor Relations Manager class specification (attached);  
 2) Increase the salary of the Labor Relations Manager to the market median as specified in the attached Resolution (hourly rate range \$49.04 - \$59.60); and  
 3) Approve and authorize the Chair to sign Resolution **028-2018** to amend the Authorized Personnel Allocation Resolution for the Human Resources Department to establish the salary and to delete 1.0 FTE Principal Human Resources Analyst and add 1.0 FTE Labor Relations Manager.

**FUNDING:** General Fund.

### DEPARTMENT RECOMMENDATION

Human Resources Department recommending the Board:  
 1) Approve and adopt the newly revised Labor Relations Manager class specification (attached);  
 2) Increase the salary of the Labor Relations Manager to the market median as specified in the attached Resolution (hourly rate range \$49.04 - \$59.60); and  
 3) Approve and authorize the Chair to sign the attached Resolution XXX to amend the Authorized Personnel Allocation Resolution for the Human Resources Department to establish the salary and to delete 1.0 FTE Principal Human Resources Analyst and add 1.0 FTE Labor Relations Manager.

### DISCUSSION / BACKGROUND

In July 2017, the Human Resources Department initiated an Assistant Director of Human Resources recruitment with the goal of hiring someone that had strong public sector labor relations experience. The recruitment did not yield any qualified candidates with strong public sector labor relations

experience; therefore, the Human Resources Director opted to hire a candidate with strong recruitment and selection as well as classification and compensation experience.

In October 2017, a Principal Human Resources Analyst recruitment was initiated, again with the goal of finding someone with strong public sector labor relations experience. While there were candidates who met the minimum qualifications of the Principal Human Resources Analyst classification, there were few who had public sector labor relations experience. There was one well-qualified candidate who had strong labor relations experience in California local government; however, the candidate accepted another job offer.

Additionally, not long after the first round of structured oral exams, in December the Director of Human Resources decided to move in a new direction and cancelled the open recruitment. A continuous recruitment with multiple cut-off periods was initiated, and the Department was still unable to find a candidate best qualified candidate with public sector labor relations experience. During the last recruitment, direct outreach was conducted with staff from surrounding counties, but this attempt failed due to the level (titling) of the position and the salary.

The County currently has a classification of Labor Relations Manager, but no allocation exists. The classification has not been used since 2006. Consequently, the Human Resources Department conducted a total compensation study (base salary and benefits) to determine how the Principal Human Resources Analyst (PHRA) and Labor Relations Manager (LRM) classifications compared against the market, with the focus being a management level labor relations position. The total compensation results are noted below and are provided in Attachment D:

- PHRA - 23.53% below market
- LRM - 8.01% below market

With Board approval, the proposed new direction includes deleting the Principal Human Resources Analyst allocation and adding a Labor Relations Manager allocation. The primary goal is to have a management level position with responsibility for labor and employee relations along with benefits administration. In addition, it's the Director of Human Resources' expectation that over time the position will function as the County's chief negotiator at some labor negotiation tables, resulting in less reliance on an external negotiator and eventually eliminating the need to contract out this work altogether.

## **ALTERNATIVES**

The Board could choose not to approve the new Labor Relations Manager class specification as it is being presented and could also choose to reject the allocation change. The Human Resources Department will then continue to attempt to recruit a qualified candidate to fill the PHRA position and anticipate the continued reliance on the use of an external negotiator

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

None.

## **CAO RECOMMENDATION**

It is recommended that that Board approve this item.

## **FINANCIAL IMPACT**

The net cost of the add/delete and the 8.01% increase in the Labor Relations Manager salary is

approximately \$28,000 per year. If filled, this position would decrease reliance on extra help and external negotiator services, resulting in savings to the Services and Supplies and Salary and Benefits portions of the Human Resources budget. No budget transfer is necessary for FY 2017-18, as sufficient appropriations are available due to salary savings. Appropriate adjustments will be incorporated in the FY 2018-19 Recommended Budget.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon Board approval, please provide Katie Lee in Human Resources with a copy of the fully executed Resolution.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Tameka Usher, Director of Human Resources