



## Legislation Text

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**File #:** 22-1084, **Version:** 1

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Director of Human Resources recommending the Board:

- 1) Approve and authorize the Chair to sign the revised Salary and Benefits Resolution for Unrepresented Employees - Resolution **103-2022** effective the first pay period following adoption; and
- 2) Direct the Human Resources Department and the Auditor-Controller's Office to administer and implement the Resolutions' provisions.

**FUNDING:** Primarily General Fund with some positions being partially or fully funded by other sources.

### **DISCUSSION / BACKGROUND**

#### **Revising the Salary and Benefits Resolution for Unrepresented Employees**

Human Resources has prepared a revised Salary and Benefits Resolution for Unrepresented Employees to be approved by the Board. A summary of the changes is below; however, it should be noted that the majority of changes are formatting, reorganization of sections, and re-wording to eliminate inconsistency.

1. Increase existing pay for Shift Differential by fifty cents per hour over the regular rate of pay for all hours worked and overtime hours worked during the assigned shift. Estimated annual cost increase is minimal to no cost, due to this pay not being used in the past year.
2. Modification to existing boot allowance for Extra Help Employees to:
  - A) Clarify eligible employees (removes the term "seasonal" as this term is undefined).
  - B) Increase the allowance from \$8.33 to \$9.37 per applicable pay period. Estimated annual cost increase is minimal to no cost, due to this pay not being used in the past year.

Other Terms and Conditions which are recommended for update, and which have little or unknown direct cost impact include, but are not limited to:

- Moving definition of "on call" from Section 1205 to Section 3: Definitions (new Section 310 respectively).
- Addition of new Section 20: Supervisor's Assistant. In March 2018, the Supervisor's Assistant job specification was revised to remove language that clarified the Board of Supervisors' authority to terminate the at-will Supervisor's Assistant position. However, there is currently no existing language in the El Dorado County Charter or Personnel Rules that addresses the Board's authority to terminate the position. The addition of this Section is to bridge that gap and clarify the Board's authority to terminate this at-will position.
- Modification of existing language pertaining to Deferred Compensation to remove the exclusion of Chief Administrative Officer classification due to the pending departure of the current incumbent.

- Correcting references to the County of El Dorado Personnel Rules.
- Grammar, punctuation, and clarification.

Additional “house-keeping” language changes are included in the recommended revisions.

### **ALTERNATIVES**

The Board could choose not to adopt the suggestions and direct staff to provide an alternative.

### **PRIOR BOARD ACTION**

Salary and Benefits Resolution for Unrepresented Employees was previously adopted January 25, 2022 - Legistar # 22-0062.

Supervisor’s Assistant Job Specification Revision, March 20, 2018 - Legistar #18-0350

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Chief Administrative Office  
County Counsel

### **CAO RECOMMENDATION**

Approve as recommended.

### **FINANCIAL IMPACT**

There is minimal fiscal impact that could be absorbed by departments, if any are incurred.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon Board adoption and approval, please provide one copy each of the executed Resolution to Lauren Montalvo in Human Resources.

### **STRATEGIC PLAN COMPONENT**

Good Governance

### **CONTACT**

Joseph Carruesco, Director of Human Resources