



Legislation Text

File #: 23-1528, **Version:** 1

Human Resources Department recommending the Board adopt and authorize the Chair to sign the negotiated Letter of Agreement to the Memorandum of Understanding between the County of El Dorado and El Dorado County Managers' Association representing the Management bargaining unit, adding a new Procurement Certification Incentive pay.

FUNDING: Countywide cost (General Fund and Non-General Fund).

DISCUSSION / BACKGROUND

County of El Dorado (County) and El Dorado County Managers' Association (EDCMA), which represents employees in the Management (MA) bargaining unit, have an executed Memorandum of Understanding (MOU) for the period of July 1, 2021, to June 30, 2024.

The Chief Administrator's Office (CAO) has identified a need for the County to incentivize professional procurement staff in the CAO's Procurement & Contracts Division to obtain and maintain Certified Public Procurement Officer (CPPO) and/or Certified Professional Public Buyer (CPPB) certifications issued by the Universal Public Procurement Certification Council (UPPCC). Both designations demonstrate an individual's comprehensive mastery of public procurement and must be renewed every five years. Anticipated benefits of having certified staff include better purchasing and contracting outcomes by improving competencies of staff with procurement and contracting responsibilities; increased productivity and departmental efficiency resulting from the advanced procurement expertise, which could lead to increased cost savings; and responsible expenditure of public funds that complies with the agency's procurement laws and policies.

While the EDCMA MOU currently provides a similar Certified Public Accountant (CPA) Incentive, it does not provide for a professional procurement certification. Therefore, should the Board wish to authorize and adopt this pay, it is necessary to amend the MOU to add the incentive.

County and EDCMA have reached an agreement to amend the MOU accordingly.

The Letter of Agreement (LOA) shall become of full force and effect the first full pay period following approval and adoption by the Board of Supervisors and shall remain in effect until modified by a successor MOU.

ALTERNATIVES

The Board could choose not to adopt the LOA and not add the new Procurement Certification Incentive pay. The Board could also choose not to adopt the LOA as recommended and direct staff to return to the Board with alternative compensation terms for the Incentive. Alternatively, the Board could direct staff to revisit the incentive concept in upcoming successor MOU negotiations, anticipated to commence in early 2024.

PRIOR BOARD ACTION

This LOA amends the MOU adopted by the Board of Supervisors on June 14, 2022, Resolution 085-

2022, Legistar item 22-0989; amended November 15, 2022, Legistar item 22-2015.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

El Dorado County Managers' Association
Chief Administrator's Office

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

This LOA is narrowly written such that only MA unit members who are assigned by the appointing authority or their designee (i.e. the Deputy CAO or other delegee of the CAO) in writing to manage the CAO's Procurement and Contracts Division and charged with performing professional procurement responsibilities are eligible. Currently, that applies to a single incumbent position: Procurement and Contracts Manager.

The increased cost in Fiscal Year 2023-24 would be approximately \$7,200. There are sufficient savings in Fiscal Year 2023-24 to cover this additional cost. The cost for a full fiscal year would be approximately \$9,300.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) Human Resources will provide the Clerk with three (3) original LOAs for the Chair to sign upon ratification by EDCMA; and
- 2) The Clerk will return two (2) original LOAs to Misty Garcia in Human Resources once fully executed by the Chair, and retain one (1) fully executed agreement for the Board.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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