



Agenda Date: 5/24/2005
Agenda Placement: 6P

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Pamela Hansen for Dennis Morris - Director
Human Resources
REPORT BY: Pamela Hansen, Human Resources Analyst III, 253-4305
SUBJECT: Amendment to the Table and Index

RECOMMENDATION

Human Resources Director requests adoption of a resolution amending the Table and Index of Classes to increase the salary of the professional Librarian series effective January 1, 2005.

EXECUTIVE SUMMARY

On December 14, 2004, the Board approved equity adjustments for certain classifications in the Public Services Employee and Public Service Employee Supervisory Units using the formula established and agreed to during the negotiations concluded in August 2004. As a result of these equity adjustments, Human Resources discovered that the Librarian I, which is a professional classification, is now paid less than the Library Associate II, which is a para-professional classification.

The Librarian I, which is under the Key Class of Librarian II, did not receive an equity adjustment based on our salary survey. The Library Associate II, which is under the Key Class of Library Assistant II, received an equity adjustment of 5.55%. As a result of this equity adjustment, the Library Associate II is now at a higher salary range than the Librarian I.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	The increased cost for the remainder of the current fiscal year is estimated at approximately \$20,000.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	As a result of the recent equity increases we now have a para-professional classification, which requires less education and experience than a professional classification, being paid a higher salary.
Is the general fund affected?	No
Future fiscal impact:	The increased salary expense for the next fiscal year will be absorbed in the department's FY 2005-2006 budget.
Consequences if not approved:	If this action is not approved, the professional Librarian classification would no longer be recognized as a promotional opportunity within the department.
Additional Information:	None

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

During the previous negotiations which were concluded in July 2001, the Board had approved implementing equity adjustments for classifications in the Public Service and Public Service Supervisory Units over a three year period. The percentage of the equity adjustment was based on a salary survey conducted in June 2001. The total equity adjustment was determined on that date and would be implemented over a three year period with 75% of the equity adjustment given in year one, 20% in year two, and the remaining 5% given in year three.

When the salary survey was conducted in June 2001, it was determined that the Librarian II Key Class was only .21% behind the average of our comparison counties while the Library Assistant II Key Class was 7.06% behind. Since the Library Associate II is in the Key Class of Library Assistant II they received an equity increase of 7.06% over the three year period. This is where the problem started. Prior to the July 2001 equity adjustment the Librarian I classification was 4.2% higher than the Library Associate II. At the end of the three year implementation of the equity adjustment, the Librarian I classification was 2.7% below that of the Library Associate II.

On August 25, 2004, the Board approved a Total Tentative Agreement between the County and SEIU, Local 614 which included language that the County would implement another salary survey using the established Key Classes to determine if equity adjustments were necessary to bring the salary of represented employees within 3% of the average of our comparison agencies. The survey was conducted and the Librarian II Key Class was determined to be 2.18% behind the average of our comparison agencies and the Library Assistant II Key Class was determined to be 5.55% behind the average. Since the Librarian II Key Class did not meet the requirement of being 3% behind the average they did not receive any equity adjustment while the Library Assistant II Key Class received an equity adjustment of 5.55% which was applied to the Library Associate II classification which further compounded the problem.

We are requesting that the Board approve increasing the salary for the Librarian I to recognize that it is a professional classification and to establish the salary 5.1% above the salary of the para-professional classification of Library Associate II. As a result of increasing the salary of the Librarian I, it will also be necessary to increase the salary of the Librarian II and Librarian III due to compaction issues.

The Human Resources Director recommends adoption of a resolution implementing retroactive salary

adjustments for Librarian I, Librarian II, and Librarian III effective January 1, 2005.

This has been discussed with SEIU, Local 614 and they support this recommendation.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Andrew Carey