



Agenda Date: 6/27/2006  
Agenda Placement: 6MM

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Mark Gregersen - Director  
Human Resources  
**REPORT BY:** Charla Freckmann, Assistant Human Resources Director, 259-8720  
**SUBJECT:** Cost of Living Adjustment for All Employee Groups

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### **RECOMMENDATION**

Human Resources Director requests adoption of the following three resolutions, effective July 1, 2006:

1. Resolution approving a cost of living adjustment of 3.0% for employees in the Public Service Employee and Public Service Employee Supervisory units;
2. Resolution approving a cost of living adjustment of 3.0% for unrepresented non-classified, management and confidential employees; and
3. Resolution approving a cost of living adjustment of 3.0% for employees in the Law Enforcement and Law Enforcement Supervisory units.

### **EXECUTIVE SUMMARY**

The negotiated Memoranda of Understanding for the Public Service Employee (PSE) and Public Service Employee-Supervisory (PSE Supervisory) units between the County and NAPE-SEIU Local 614 include provisions for implementing a cost of living adjustment (COLA) for each year of the term of the contract beginning with the first pay period of the new fiscal year. For this fiscal year, a side letter indicating agreement for a 3% COLA was signed on June 1, 2006, to be effective July 1, 2006, for both PSE units. Historically, the COLA for unrepresented non-classified, management and confidential employees is set on an annual basis and is generally the same as that provided to all employees in the PSE and PSE Supervisory units.

In addition, the negotiated Memoranda of Understanding for the Law Enforcement and Law Enforcement Supervisory units between the County and the Deputy Sheriffs' Association (DSA) include provisions for implementing a COLA for each year of the term of the contract beginning with the first pay period of the new fiscal year. For July 2006, the negotiated COLA is 3%.

The Human Resources Director recommends adoption of the above-referenced resolutions amending the Table and Index to include the COLAs for all employee groups effective July 1, 2006.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funding was included in the 2006/2007 Recommended Budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The COLAs for the PSE, PSE Supervisory, Law Enforcement and Law Enforcement Supervisory units were part of the overall negotiations for successor Memoranda of Understanding between the County and NAPE-SEIU Local 614 and the County and the DSA. A 3% COLA for unrepresented non-classified, management and confidential employees is recommended as well, as it has been the County's historic practice to provide unrepresented employees with the same COLA as that provided to all County PSE and PSE Supervisory employees.
Is the general fund affected?	Yes
Future fiscal impact:	The negotiated COLAs for FY 06-07 is 3.0% and will be included in the recommended budget.
Consequences if not approved:	The County would not be in compliance with the negotiated provisions regarding COLAs contained in the Memoranda of Understanding between the County and NAPE-SEIU Local 614 and between the County and the DSA. Failure to implement these negotiated provisions would be in violation of the contracts that were previously adopted by the Board of Supervisors.
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**

In successor MOU negotiations, the County negotiated provisions for a COLA for each fiscal year for the term of the contracts with NAPE-SEIU Local 614 for the PSE and PSE Supervisory units and for each fiscal year for the term of the contracts with the DSA for the Law Enforcement and Law Enforcement Supervisory units. It has also been the historical practice for the County to implement the same COLA provision for the unrepresented non-classified, management and confidential employees as is provided to employees in the PSE and PSE Supervisory bargaining units.

**I. PSE and PSE Supervisory Units**

On September 27, 2004, the Board of Supervisors approved new MOUs which contain provisions for COLAs for each fiscal year during the term of the contract for both units. The provision for the July 2006 COLA for both the PSE

and PSE Supervisory units left the actual amount of the COLA undetermined with the conditions that the increase would be an amount that is equal to the average of the identified comparable agencies, but in no case shall that amount exceed 4.5% or be lower than 2%.

On June 1, 2006, the County and NAPE-SEIU Local 614 signed a side letter agreeing to a 3% cost of living adjustment (COLA) effective July 1, 2006, for PSE and PSE Supervisory employees.

## II. Unrepresented Non-classified, Management and Confidential Employees

A 3% COLA for unrepresented non-classified, management and confidential employees is also being recommended. The County has a practice of implementing salary and benefit increases for unrepresented non-classified, management and confidential employees that is consistent with salary and benefit increases provided to the PSE and PSE Supervisory units.

## III. Law Enforcement and Law Enforcement Supervisory Employees

On October 25, 2005, the Board of Supervisors approved new MOUs which contain provisions for COLAs for each fiscal year during the term of the contract for both of these units. The provision for the July 2006 COLA for both the Law Enforcement and Law Enforcement Supervisory units was negotiated to be 3%.

The Human Resources Director recommends adoption of the resolutions amending the Table and Index to include the each of the above-referenced COLA increases for all employee groups effective July 1, 2006.

### **SUPPORTING DOCUMENTS**

- A . Resolution Implementing COLA for the PSE units
- B . Resolution Implementing COLA for Unrepresented Employees
- C . Resolution Implementing COLA for the Law Enforcement Units

CEO Recommendation: Approve

Reviewed By: Karen Gratton