



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Human Resources Department



Date:	June 11, 2012
Board Meeting Date:	June 26, 2012
Special Notice / Hearing:	None
Vote Required:	Majority

To: Honorable Board of Supervisors
From: Donna Vaillancourt, Human Resources Director
Subject: Recommended Revision to the Salary Ordinance

RECOMMENDATION:

Introduction of an ordinance amending the salary ordinance and accept the report on the total number of positions in the County and waiver of reading the ordinance in its entirety.

BACKGROUND:

Each year following budget deliberations your Board adopts the annual salary ordinance. The ordinance enacts the decisions made during budget hearings concerning the number of positions in the County. Throughout the year, because of changes in the operating needs of departments, salary ordinance amendments are recommended that make adjustments to department staffing configurations.

DISCUSSION:

The salary ordinance changes herein represent the:

- salary adjustment of one position; and
- addition of one position.

These actions were approved for study by the County Manager's Office and the amendment has been reviewed and approved by the County Counsel's Office.

These changes contribute to the Shared Vision 2025 outcome of a Collaborative Community by ensuring that departments have staff with the skills necessary to perform the work and allow departments to provide exceptional service to the community.

The specific actions are discussed in detail below.

ORGANIZATION 20000 RETIREMENT

Action: Add: 5% to the base pay, in addition to all other compensation, of the Chief Investment Officer (SamCERA).

Explanation: This is the addition of 5% to the base pay of the Chief Investment Officer (SamCERA) classification. This salary adjustment supports recruitment strategies and ensures the County's competitiveness in the hiring market for this crucial position. This action represents a monthly salary and benefits cost of \$765. There is no change in the total number of authorized positions.

ORGANIZATION 66000 SAN MATEO MEDICAL CENTER

Action: Add: One position of F009S, Patient Care Series
Biweekly Salary: \$1,487.20 - \$1,859.20
Approximate Monthly Salary: \$3,223.00 – \$4,029.00

Explanation: This is the addition of one Patient Care Series which was erroneously deleted in a February Salary Ordinance Amendment. This action represents a monthly salary and benefits cost of \$5,520. The total number of authorized positions is increased by one.

FISCAL IMPACT:

The actions presented in this amendment represent an estimated monthly salary and benefits cost of \$6,285 or an estimated annual cost of \$75,420.