



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** GOVERNING BOARD

**File #:** 19-1049

Board Meeting Date: 11/5/2019

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors (sitting as the Board of Commissioners for the Housing Authority of the County of San Mateo)

**From:** Ken Cole, Executive Director

**Subject:** Establishing Salaries and Benefits for Unrepresented Management and Confidential Employees of the Housing Authority of the County of San Mateo

### **RECOMMENDATION:**

Acting as the Governing Board of Commissioners of the Housing Authority of the County of San Mateo, adopt a resolution establishing salaries and benefits for unrepresented management and confidential employees of the Housing Authority of the County of San Mateo for the period of October 1, 2019, through September 30, 2022.

### **BACKGROUND:**

The Housing Authority of the County of San Mateo ("HACSM") concluded negotiations with the American Federation of State, County, and Municipal Employees Council 57 ("AFSCME") on September 24, 2019, and the membership of the union ratified HACSM's offer on October 7, 2019.

The authorization for the Executive Director of HACSM to execute the Memorandum of Understanding ("MOU") with AFSCME is also being presented at the November 5, 2019 Board meeting.

HACSM proposes that, in accordance with custom and practice, the same revised terms be adopted for the unrepresented management and confidential employees:

### **DISCUSSION:**

The following information summarizes the major elements of the agreement:

#### Term:

October 1, 2019 through September 30, 2022

#### Salary Increases:

- Four percent increase effective October 6, 2019

- Four percent increase effective October 4, 2020
- Four percent increase effective October 3, 2021

Longevity Pay:

- One percent of base salary after the equivalent of five years of full time HACSM service.
- Additional 1.5 percent of base salary, for a total of 2.5 percent, after the equivalent of 10 years of full time HACSM service.
- Additional 1.5 percent of base salary, for a total of four percent, after the equivalent of 20 years of full time HACSM service.

Bilingual Pay:

A salary differential of Seventy Dollars (\$72.00) biweekly shall be paid incumbents of positions requiring bilingual proficiency as designated by the Executive Director.

Life Insurance:

HACSM shall provide Seventy-Five Thousand Dollars (\$75,000) of life insurance for employees.

County Counsel has reviewed and approved the Resolution as to form.

**FISCAL IMPACT:**

There is No Net County Cost associated with this action. HACSM is 100 percent funded by the U.S. Department of Housing and Urban Development. The three-year cost of salary increases and longevity pay applied to the unrepresented management and confidential employees will be approximately \$243,000.