



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN RESOURCES

File #: 21-351

Board Meeting Date: 5/4/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Rocio Kiryczun, Human Resources Director
Subject: Recommended Revision to the Master Salary Resolution

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the Master Salary Resolution 077624 to delete one position, add one position, reclassify one position, and adjust the salary of one classification; and accept the updated report of biweekly salaries by classification.

BACKGROUND:

On July 21, 2020, your Board adopted Master Salary Resolution 077624 which specifies the number of and providing compensation and benefits for persons employed by the County of San Mateo, sets appropriate rules and regulations, and repeals all inconsistent ordinances and resolutions. Throughout the year, the salary resolution is amended from time to time to meet the needs of the County.

DISCUSSION:

The salary resolution changes herein represent the:

- deletion of one position;
- addition of one position;
- reclassification of one position; and
- adjustment of salary for one classification.

This amendment to the resolution has been reviewed and approved by the County Counsel's Office as to form. The specific actions are discussed in detail below.

30000 SHERIFF'S OFFICE

Action: Adjust: Salary for D196, Laboratory Director to \$78.08 to \$97.63 per hour.

Explanation: This action adjusts the salary of the Laboratory Director (Crime Laboratory) by 15% to align salary with market median. A salary survey conducted on this classification showed the salary to

be behind the median salary of comparable agencies. The salary adjustment will also assist the department with its recruitment efforts to fill this crucial position. This action represents an approximate monthly salary and benefits cost of \$2,307 calculated at the highest step. There is no change in the total number of authorized positions.

57000 AGING AND ADULT SERVICES

Action: Delete: One position of E334S, Office Assistant Series
Biweekly Salary: \$1,638.40 - \$2,355.20

Add: One position of E337, Office Specialist
Biweekly Salary: \$2,079.20 - \$2,598.40

Explanation: This is the deletion of one vacant Office Assistant II position and the addition of one Office Specialist position. The latter classification is better aligned to the needs of the department's Care Coordination Program. This action represents a monthly salary and benefits cost of \$806. There is no change in the total number of authorized positions.

63000 CORRECTIONAL HEALTH SERVICES

Action: Reclassify: One position of F194, Supervising Psychologist
Biweekly Salary: \$4,362.40 - \$5,451.20

To: One position of F006, Supervising Mental Health Psychologist
Biweekly Salary: \$4,521.60.40 - \$5,652.80

Explanation: This is the reclassification of one filled Supervising Psychologist position to Supervising Mental Health Psychologist per the recommendation of a classification study that was conducted on the position. This action represents a monthly salary and benefits cost of \$668. There is no change in the total number of authorized positions.

Financial Impact on County's Retirement System

Government Code Section 31515.5 requires the County to provide the estimated financial impact that proposed benefit changes or salary increases for current employees would have on the funding status of SamCERA's retirement fund, the County's retirement system.

The change in Org 63000, involves the reclassification of a filled position. As reflected in the attached letter from SamCERA's actuary, Milliman, the incumbent in this position is an active member of General Plan 7 and currently receives compensation in excess of the PEPRA Compensation Limit for 2021 under Government Code Section 7522.10. Since compensation in excess of the PEPRA Compensation Limit is disregarded in the calculation of individual benefits and the funding of SamCERA, it Milliman's understanding that any additional compensation received by such individuals will not result in increased retirement benefits. Therefore, there is no increase in Actuarial Accrued Liability or Statutory Contribution Rates due to this increase in compensation.

FISCAL IMPACT:

These actions represent an estimated monthly salary and benefits cost of \$3,782 for an annual cost

estimate of \$45,378.