



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN RESOURCES

File #: 21-582

Board Meeting Date: 7/13/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Rocio Kiryczun, Human Resources Director
Subject: Master Salary Resolution for Fiscal Year 2021-2022

RECOMMENDATION:

Adoption of the Master Salary Resolution for FY 2021-2022.

BACKGROUND:

On February 24, 2015, your Board adopted Ordinance 04733 which allowed that a resolution establish the number of all appointed County officers and employees and their compensation and benefits. The resolution is the base document identifying the number of authorized positions and classifications for all County jobs. It also establishes the compensation and certain benefits other than base pay for County officers and employees. Base pay and other compensation are established by resolution for each employee group and is listed herein as the amount paid for each bi-weekly pay period for information only.

Each year, following budget hearings, your Board adopts the annual Master Salary Resolution that enacts the decisions made by the Board concerning the number of positions in the County service. Throughout the year, salary resolution amendments indicate changes in positions and the compensation established herein that occur in the various operating departments.

DISCUSSION:

The total number of positions authorized by your Board for FY 2020-2021 is 5,782 including adjustments made via salary resolution amendments throughout the year. This number includes positions authorized for the County Free Library System, the First 5 Commission, Retirement (SamCERA), and LAFCO, and excludes Housing Authority. In FY 2021-2022, the Board authorized 5,810 positions. The FY 2021-2022 positions are distributed among the departments as follows:

Department/Agency	FY 2020-21	FY 2021-22
<u>Criminal Justice</u>		
• Coroner's Office	14	15

• District Attorney's Office	141	141
• Probation Department	384	383
Department/Agency	FY 2020-21	FY 2021-22
• Sheriff's Office	830	811

Health Services

• Health System		
• Aging and Adult Services	144	144
• Behavioral Health and Recovery	465	467
• Correctional Health	88	88
• Emergency Medical Services	10	10
• Environmental Health Services	80	81
• Family Health Services	176	176
• Health Administration	24	24
• Health Coverage Unit	26	26
• Health IT	19	19
• Public Health, Policy and Planning	137	148
• San Mateo Medical Center	1039	1042
• First 5 San Mateo County	8	8

Social Services

• Department of Child Support Services	67	69
• Human Services Agency	775	777

Community Services

• Agriculture/Weights and Measures	30	30
• County Library	129	135
• Department of Housing	19	19
• LAFCO	2	2
• Office of Sustainability	18	19
• Parks and Recreation	74	74
• Parks - Coyote Point Marina	3	3
• Planning and Building	67	67
• Public Safety Communications	75	78
• Public Works		
• Administration	39	39
• Engineering Services	21	21
• Facilities Services	118	118
• Vehicle and Equipment Maintenance	14	14
• Utilities	21	22
• Road Construction and Operations	77	77
• Construction Services	10	10
• Airports	10	10

Department/Agency	FY 2020-21	FY 2021-2
• Real Property	5	6

• Solid Waste Management	8	9
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Administration and Fiscal Services

• Assessor/County Clerk/Recorder	155	156
• Board of Supervisors	22	22
• County Manager's Office/Clerk of the Board	51	62
• CMO - Revenue Services	19	19
• Controller's Office	51	53
• County Counsel's Office	49	49
• Human Resources Department	63	63
• Information Services	135	135
• Retirement Office	23	23
• Shared Services	12	12
• Tax Collector/Treasurer's Office	34	34

Total Positions	5,782	5,810
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The resolution also includes special compensation and benefits other than base pay for represented and management positions that have been adopted through resolution amendments from the previous fiscal year. Furthermore, this resolution also includes the following compensation changes:

- Adjust salary range for D118, Employee and Labor Relations Analyst to \$55.50 to \$69.37 per hour. This is a 5% adjustment to align salary with median market salary.
- Adjust salary range for D129, Director of Public Health to \$86.11 to \$107.61 per hour. This is a 10% adjustment to align salary with median market salary.
- Set salary range for a new classification D231, Chief Quality and Patient Experience Officer at \$115.38 - \$144.22 per hour.
- Set salary range for a new classification B413, Senior C/CAG Program Specialist - Unclassified at \$48.82 - \$61.04 per hour.
- Set salary range for a new classification B414, First 5 Senior Program Specialist - Unclassified at \$44.04 - \$55.03 per hour.

This resolution has been reviewed and approved by the County Counsel's Office as to form.

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.

As reflected in the attached letter from SamCERA's actuary, Milliman, the changes reflected in this amendment that are in addition to the actually assumed annual salary increases of affected current employees increases the Actuarial Accrued Liability (AAL) by approximately \$6,000. While the Unfunded Actuarial Accrued Liability (UAAL) of SamCERA will be higher by this amount, the funded ratio, rounded to the nearest one basis point, will be unchanged.

FISCAL IMPACT:

The total number of authorized positions for FY 2021-2022 is 5,810 with an estimated annual salary

and benefits cost of \$1.259 billion.