

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE FOLLOWING:
BIG BEAR VALLEY RECREATION AND PARK DISTRICT
BLOOMINGTON RECREATION AND PARK DISTRICT
SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

February 6, 2024

FROM

**LUTHER SNOKE, Chief Executive Officer, County Administrative Office
DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District
NOEL CASTILLO, Director, Department of Public Works – Special Districts**

SUBJECT

San Bernardino County Fire Protection District and San Bernardino County Special Districts Exempt Compensation Plan and the Non-Represented Employee Compensation Plan

RECOMMENDATION(S)

1. Acting as the governing body of the Board Governed County Service Areas, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Clerk of the Board of Supervisors, effective February 10, 2024.
2. Acting as the governing body of the San Bernardino County Fire Protection District, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Secretary of the Board of Directors, effective February 10, 2024.
3. Acting as the governing body of the Big Bear Valley Recreation and Park District, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Secretary of the Board of Directors, effective February 10, 2024.
4. Acting as the governing body of the Bloomington Recreation and Park District, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Secretary of the Board of Directors, effective February 10, 2024.

(Presenter: Leonardo Gonzalez, County Labor Relations Chief, 387-5565)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

**Create, Maintain and Grow Jobs and Economic Value in the County.
Improve County Government Operations.
Operate in a Fiscally-Responsible and Business-Like Manner.
Ensure Development of a Well-Planned, Balanced, and Sustainable County.**

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Estimated costs from the amended Exempt Compensation Plan and the amended Non-

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Represented Employee Compensation Plan, which are reflected in the following table, will be funded through departmental revenue of the Board Governed County Service Areas, Big Bear Valley Recreation and Park District, and Bloomington Recreation and Park District (collectively, Special Districts), and the San Bernardino County Fire Protection District (SBCFPD).

Fiscal Year	Special Districts	SBCFPD
2023-24	\$19,000	\$141,000
2024-25	\$154,000	\$459,000
2025-26	\$305,000	\$670,000
2026-27	\$616,000	\$967,000
Ongoing Annual Amount	\$617,000	\$970,000

The 2023-24 budget adjustments for this item are not requested at this time, but may be subsequently presented to the Board of Supervisors/Board of Directors (Board) for approval, as needed. Sufficient appropriation will be included in future recommended budgets.

BACKGROUND INFORMATION

The Exempt Compensation Plan sets the terms, compensation, and other working conditions for exempt employees in Special Districts, SBCFPD, and the Consolidated Fire Agencies of San Bernardino County (CONFIRE). The Non-Represented Employee Compensation Plan sets the terms, compensation, and other working conditions for non-represented employees in Special Districts, SBCFPD, and CONFIRE.

CONFIRE is a Joint Powers Authority (JPA) with its own Board of Directors. The JPA was established in 1990 to provide communications, dispatch, computer information systems support, and geographic information systems to its member and contract agencies. As the largest member/contract agency of CONFIRE, SBCFPD funds approximately 50% of CONFIRE’s costs.

Estimated costs for CONFIRE are included for reference since three of their positions are covered by the compensation plans. The costs include \$300 for 2023-24, \$4,000 for 2024-25, \$17,000 for 2025-26, and \$36,000 for 2026-27, with an on-going annual amount of \$37,000.

To ensure consistency with compensation and benefits recently provided to San Bernardino County exempt employees and non-represented employees, it is proposed that the plans be revised as follows:

- Provide a 3% across-the-board wage increase effective February 21, 2026.
- Establish a Revenue-Sharing initiative that allows for up to 1% equity salary rate adjustment if certain conditions are met, effective February 22, 2025, and February 21, 2026.
- Provide targeted equity increases to certain classifications.
- Increase the Medical Premium Subsidy for all coverage levels, effective the pay period following Board approval on July 13, 2024, July 12, 2025, and July 11, 2026.
- Establish a new Retention Pay tier of 1% at 10 years of service and increase the current Retention Pay tier at 15 years of service to 3%.
- Update leave provisions in compliance with changes to California law.
- Add clarifying language to the Medical and Dental Insurance section to reflect current practice for employees who are eligible for the Needles premium subsidy.

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- Modify Director of Human Resources' authority for administrative leave or lump sum payment for eligible employees in cases of separation from County employment from one year to six months of the employee's annual salary and benefits.
- Establish a portable communication device allowance for the Assistant Fire Chief and the Fire Agency Division Chief classifications.
- Establish an annual Uniform Allowance for the Fire Chief, Deputy Fire Chief, Assistant Fire Chief, and the Fire Agency Division Chief classifications.
- Establish Countywide Chief Officer Duty Pay for the Deputy Fire Chief, Assistant Fire Chief, and the Fire Agency Division Chief classifications.
- Add clarifying language for prior service credit requests in the Retirement Medical Trust Fund section to reflect current practice.
- Amend language regarding the eligibility for advanced step placement.
- Update classification and salary range structure to reflect changes approved in the County's Budget Report.
- Clean up language throughout the entirety of the compensation plans.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on January 22, 2024; County Administrative Office (Diane Rundles, Assistant Executive Officer, 387-4717) on January 18, 2024; Finance (Abigail Grant, Administrative Analyst, 387-4603) on January 31, 2024; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on January 31, 2024.

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Record of Action of the Board of Supervisors
Board Governed County Service Areas

Record of Action of the Board of Directors
Big Bear Valley Recreation and Park District
Bloomington Recreation and Park District
San Bernardino County Fire Protection District

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: February 6, 2024



cc: File - Administrative Office w/attach
CCM 02/14/2024