

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

February 6, 2024

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Adoption of Ordinance Amending the San Bernardino County Code Relating to Compensation and Terms and Conditions of Exempt Group Employees, Sheriff's Trainee Employees and Law Clerk Employees

RECOMMENDATION(S)

Adopt **Ordinance No. 4466** amending the San Bernardino County Code relating to compensation and terms and conditions of the Exempt Group, Sheriff's Trainees and Law Clerk, which was introduced January 23, 2024, Item No. 66.

(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 result in the use of additional ongoing Discretionary General Funding (Net County Cost) of approximately \$211,000 in 2023-24, \$831,000 in 2024-25, \$1,719,000 in 2025-26, \$3,008,000 in 2026-27 and \$3,025,000 in ongoing years. The total estimated cost associated with the proposed amendments to the ordinance is \$752,000 in 2023-24, \$2,965,000 in 2024-25, \$6,0135,000 in 2025-26, \$10,800,000 in 2026-27 and in ongoing years. Approval of the necessary budget adjustments is not requested at this time but may be included in a future budget report presented to the Board of Supervisors (Board) for approval, if necessary. Sufficient appropriation will be included in future recommended budgets.

BACKGROUND INFORMATION

The proposed ordinance amending the San Bernardino County Code relating to compensation and terms and conditions of the Exempt Group, Sheriff's Trainees and Law Clerk, was introduced on January 23, 2024 (Item No. 66). The recommendation before the Board today will adopt the ordinance on the Consent Calendar. This ordinance sets the terms and conditions of Exempt Group and non-represented employees covered by the ordinance, as well as County Officials, including the members of the Board and county-wide elected officials.

It is proposed that Section 13.0613 of the San Bernardino Code, relating to the Salaries and Working Conditions of the Exempt Group be amended to make the following updates:

- Provide a 3% across-the-board wage increase effective February 21, 2026.

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- 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, 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 eligible for the Needles premium subsidy.
- 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.
- Make administrative changes to County Counsel Legal Service Classification section reducing the service hour requirement at trainee classification levels.
- Add clarifying language for prior service credit requests in the Retirement Medical Trust Fund section to reflect current practice.
- Amend language regarding 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 ordinance.

It is proposed to amend Subsections 13.0617a of the San Bernardino County Code, relating to the Salaries and Working Conditions of the Sheriff's Trainees, to update posted salary range to reflect the current salary for the classification.

It is proposed to amend Subsections 13.0617m of the San Bernardino County Code, relating to the Salaries and Working Conditions of the Law Clerk, to update posted salary range to reflect the current salary for the classification.

The proposed ordinance amending the San Bernardino County Code relating to compensation and terms and conditions of the Exempt Group, Sheriff's Trainees and Law Clerk, and will become effective on February 10, 2024, should the Board adopt this ordinance.

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 Office, 387-5570) on January 18, 2024; Finance (Abigail Grant, Administrative Analyst, 387-4603) on January 24, 2024; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on January 24, 2024.

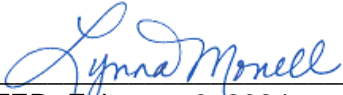
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Record of Action of the Board of Supervisors
San Bernardino County

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

BY 
DATED: February 6, 2024



cc: File - Administrative Office w/ ordinance
JLL 02/8/2024