

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

SAP Number

Department of Public Health

| | |
|---|---|
| Department Contract Representative | <u>Joshua Dugas, Director</u> |
| Telephone Number | <u>909-387-9146</u> |
| Contractor | _____ |
| Contractor Representative | _____ |
| Telephone Number | _____ |
| Contract Term | <u>September 26, 2023 through</u> <u>November 30, 2027.</u> |
| Original Contract Amount | _____ |
| Total Contract Amount | _____ |
| Cost Center | _____ |
| Project Name | <u>CDC Infrastructure Grant</u> <u>Employment Contracts Template</u> |

THIS CONTRACT is entered into in the State of California by and between San Bernardino County, hereinafter called the County, and (_____) referenced above, hereinafter called Contractor.

IT IS HEREBY AGREED AS FOLLOWS:

WHEREAS, the County, through the Department of Public Health, hereinafter referred to as the "Department", will provide additional public health services to our diverse communities; and

WHEREAS, the State of California has regulations and local government requirements that necessitate public health support services to continue,

WHEREAS, the County desires to obtain the services of Contractor on the conditions set forth in this Contract,

NOW, THEREFORE, in consideration of mutual covenants and conditions, the parties agree as follows:

TABLE OF CONTENTS

| <u>Article</u> | <u>Page</u> |
|---|-------------|
| I. Duties and Responsibilities of Contractor | 3 |
| II. Conflict of Interest | 3 |
| III. Code of Conduct..... | 3 |
| IV. Contract Term | 3 |
| V. Compensation of Contractor | 4 |
| VI. General Provisions Relating to Contractor | 10 |
| VII. Conclusion | 12 |

Attachment A – Classification Listing with Designations

Attachment B – Position Descriptions

Attachment C – PH Contract Salary Table

I. DUTIES AND RESPONSIBILITIES OF CONTRACTOR

- A. Contractor shall be employed as a _____ (Classification - See Attachment A) assigned to the Public Health Department. Attachment A lists the Classifications in Column 1, and Attachment B provides the specific duties and responsibilities assigned to Contractor by classification.
- B. Contractor shall perform public health related services at those places and times as scheduled by the Department of Public Health or designee and other specific duties outlined in the appropriate position description.

II. CONFLICT OF INTEREST

As a condition of employment, Contractor does hereby agree to follow and uphold the Conflict of Interest policy of the County's Personnel Rules as follows:

No official or employee shall engage in any business or transaction or shall have a financial or other personal interest or association which conflicts with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties. Personal as distinguished from financial interest includes an interest arising from blood or marriage relationships or close business, personal, or political association. This section shall not serve to prohibit independent acts or other forms of enterprise during those hours not covered by active County employment providing such acts do not constitute a conflict of interest as defined herein. An employee is also subject to applicable provisions of the California Government Code, including but not limited to Sections 1090, 1126, 87100, and/or any other conflict of interest Code, policy, or rule applicable to County employment.

III. CODE OF CONDUCT

As a condition of employment, Contractor does hereby agree to follow County policies, procedures, and standard practices, as well as the Code of Conduct provided by the designated Department.

IV. CONTRACT TERM

This Contract shall be effective upon execution, through November 30, 2027, subject to the termination provisions of this Paragraph. The Director of the Department or his/her designee is authorized to issue a written notice to Contractor to extend the term of this Contract for a maximum of three (3) successive one (1) year periods contingent on funding and need for service extension.

Notwithstanding the foregoing, either party may terminate this Contract at any time without cause with a fourteen (14) day prior written notice to the other party. This Contract may be terminated for just cause immediately by the Director of the Department. Contractor shall

serve at the pleasure of the Director, or his/her designee, who shall have the full authority and discretion to exercise County rights under this Paragraph.

V. COMPENSATION OF CONTRACTOR

Upon the effective date of this Contract, Contractor shall be considered a contract employee in the County's unclassified service. Contractor shall receive only the benefits and compensation specifically set forth in this Contract. This Contract provides for the full compensation to Contractor for services required hereunder. This Contract supersedes any prior department employment contract of Contractor.

A. SALARY RATE

Contractor shall be compensated for services at a rate of \$_____ per hour and shall be assigned to step ____ within the designated salary range (Attachment 1: Column 2) established for the job classification, commensurate with duties. Contractor does not gain probationary or regular status during the term of this Contract.

Contractors will receive one (1) step advancement, after each completion of 1040 service hours during the term of the contract up to the top step of the range based on a meets standards work performance rating.

B. RATE ADJUSTMENTS

Effective October 5, 2024, the County shall provide all Contract PH program classification salary grades a three percent (3.0%) across the board salary increase.

Effective October 4, 2025, the County shall provide all Contract PH program classification salary grades a three percent (3.0%) across the board salary increase.

If assessed values are less than a two percent (2.00%) increase in the previous fiscal year for the year of the effective rate adjustment and/or if the state, federal government or funded program change funding allocations and/or reduce funding for the program then the County shall have the right to defer or eliminate the rate adjustment.

Additional salary adjustments to the ranges shall be effective only upon the execution of a written amendment to this Contract.

C. DIFFERENTIALS/INCENTIVES

a. BILINGUAL COMPENSATION

Contractor in positions designated by the Department to perform bilingual translation involving the use of English and a second language (including American Sign Language) as a part of their regular duties, shall be entitled to bilingual compensation. Such compensation shall apply regardless of the total time required per day for such translation. Contractors in such positions must be certified as competent in translation skills by Human Resources to be eligible for compensation, specifically Level 3 (Technical skill level: reading, writing, and

speaking English and a second language using medical or legal terminology). Compensation per pay period shall be at Technical Skill Level 3 and will receive sixty dollars (\$60.00) per pay period.

b. EMERGENCY INCENTIVES

Employee is eligible for County emergency incentives/bonuses to be granted at the discretion of the Department and Human Resources.

D. OVERTIME

If Contractor is authorized by the Department Director, or designee, to work overtime, Contractor shall be eligible to receive overtime compensation as determined by their FLSA designation.

Classifications in Attachment A, Column 3, that are identified as FLSA COVERED, are eligible to receive overtime, defined as all hours actually worked, in excess of forty (40) hours a work period during a pay period. Overtime shall be reported in increments of full fifteen (15) minutes and is non- accumulative and non- payable when incurred in units of less than fifteen (15) minutes. Contractor authorized by the Department Director or designee to work overtime shall be compensated at premium rates, i.e., one and one-half (1-1/2) times the employee's regular rate of pay. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is worked, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made. In lieu of cash payment, upon request of the Contractor and Department Director or designee, an employee may accrue compensating time off at premium rate. Cash payment at the employee's regular rate of pay shall automatically be paid for any compensating time which exceeds eighty (80) hours, or for any hours on record immediately prior to termination of the contract.

Classifications in Attachment A, Column 3, that are identified as FLSA EXEMPT, are eligible to receive overtime, defined as all hours actually worked in excess eighty (80) hours during a pay period. Contractor authorized by the Department Director or designee to work overtime shall be compensated at straight time compensating time off. Cash payment at the employee's base rate of pay shall automatically be paid for any compensating time off accumulated in excess of eighty (80) hours, or immediately prior to the termination of contract. Payment for overtime compensation shall be made on the first payday following the pay period in which such overtime is payable, unless overtime compensation cannot be computed until some later date, in which case overtime compensation will be paid on the next regular payday after such computation can be made.

E. PAYMENT

Contractor shall be paid bi-weekly for hours actually worked according to the procedures established by County's Auditor/Controller.

F. LEAVE PROVISIONS

Contractor shall receive, or be subject to, the following Leave Provisions in the same manner and amount as in the Consolidated MOU: Bereavement, Holiday, Sick, and Vacation. Refer to Item R in this Section for processing of leave balances upon termination of this Contract.

Contractors placed in any of the identified classifications who have been previously employed by the Department within the past three years may receive Credit for up to three (3) years (full time equivalent) previous experience in determining their vacation accrual rate. Such determination as to the comparability of previous experience and amount of Credit to be granted rests solely with the Director of Human Resources. Requests for prior service Credit should be made at the time of hire or as soon as possible thereafter, but in no event later than one (1) year from the employee's hire date.

Contractors placed in the Public Health Program Manager, Public Health Coordinator, Human Resources Analyst and Human Resources Business Partner classifications shall be eligible to receive and use Administrative Leave in the same manner and amount as employees in the Management Unit and Supervisory Unit.

G. MEDICAL AND DENTAL COVERAGE

Contractor must enroll in a medical and dental plan offered by the County unless already enrolled in comparable employer-sponsored group coverage. If eligible, Contractor shall receive the Medical Premium Subsidy (MPS) to offset the cost of medical plan premiums charged to Contractor. The MPS shall not be considered compensation earnable for purposes of calculating benefits or contributions for the San Bernardino County Employee's Retirement Association. The applicable MPS shall be paid directly to the provider of the County-sponsored medical plan in which the eligible Contractor has enrolled. In no case shall the MPS exceed the total cost of the medical insurance premium for the coverage selected (e.g., when the MPS amounts exceed the lowest HMO cost).

Contractor shall receive the following MPS amounts per pay period as applicable:

| Coverage type | Scheduled for 40 to 60 hours | Scheduled for 61 to 80 Hours |
|----------------------|---|---|
| Employee Only | \$131.69 | \$263.38 |
| Employee + 1 | \$255.00 | \$510.00 |
| Employee + 2 | \$360.29 | \$720.59 |

If enrolled in a County-sponsored medical plan and all other Plan eligibility requirements are met, Contractor shall receive a Dental Premium Subsidy (DPS) amount per pay period as applicable:

| Coverage Type | Scheduled for 40 to 60 hours | Scheduled for 61 to 80 hours |
|---|------------------------------------|------------------------------------|
| Employee Only Employee + 1 Employee + 2 | \$4.73 | \$9.46 |

The applicable DPS amount shall be paid directly to the provider of the County-sponsored dental plan in which the eligible employee has enrolled. In no case shall the DPS exceed the total cost of the dental insurance premium for the coverage selected (e.g., when the DPS amounts exceed the dental plan cost).

To be eligible for the MPS and DPS, Contractor must be scheduled for a minimum of forty (40) hours per pay period and have received pay for at least one-half plus one hour of scheduled hours in a pay period.

Contractor shall not receive flex dollars if Contractor chooses to “opt-out” or “waive” from the County-sponsored health plans.

H. VISION CARE INSURANCE

Subject to carrier requirements, the County shall pay the premiums for vision care insurance for Contractor (employee only coverage) if Contractor is in a paid status and is scheduled at least forty-one (41) hours per pay period.

I. LIFE INSURANCE

The County shall pay the premium for term life insurance, based on the Contractor’s classification as displayed in Attachment A, Column 1 and 4. Coverage will be based on the designated plan level (Attachment A) and scheduled work hours according to the table below. Life insurance will become effective on the first day of the pay period following the employee’s first pay period in which the employee is in paid status and shall continue for each pay period in which the employee is in a paid status. For pay periods in which the employee is not in paid status, the employee shall have the option of continuing life insurance coverage at the employee’s expense.

| Plan Level | Scheduled for 40 to 60 Hours | Scheduled for 61 to 80 Hours |
|------------|---------------------------------|---------------------------------|
| 1 | \$10,000 | \$20,000 |
| 2 | \$17,000 | \$35,000 |
| 3 | \$25,000 | \$50,000 |

J. EXPENSE REIMBURSEMENT

Contractor shall be eligible for expense reimbursement in the same manner and amount as employees in the Consolidated MOU.

K. ACCIDENTAL DEATH AND DISMEMBERMENT

Contractor shall be eligible to purchase Accidental Death and Dismemberment Insurance coverage and additional supplemental term life insurance in the same manner and amount as offered by the County to employees in the Consolidated MOU.

L. RETIREMENT PLANS

If Contractor is regularly scheduled for and regularly works a minimum of forty (40) hours per pay period, Contractor shall participate in the County's general employee retirement system during the term of this Contract. Contractor shall pay the required employee contribution for the term of the Contract. Contractor's participation in the general retirement system shall be in accordance with the applicable terms of the County Employee Retirement Law of 1937, the California Public Employees' Pension Reform Act of 2013 (Gov't Code section 7522 et seq.), and the By-Laws and other requirements of the San Bernardino County Employees' Retirement Association.

If Contractor has attained the age of sixty (60) prior to employment, Contractor may waive membership, at the time of hire, in the San Bernardino County Employee's Retirement Association. If Contractor regularly works less than forty (40) hours per pay period, waives membership, or otherwise does not meet the definition of a member of the retirement system, Contractor shall instead participate in the County's PST Deferred Compensation Retirement Plan.

M. DEFERRED COMPENSATION

Contractor shall be eligible to participate in the County's 457 (b) Deferred Compensation Plan, per the Plan document. Contractor shall not receive County match contributions with respect to participation in such Plan.

N. DEPENDENT CARE ASSISTANCE PLAN (DCAP) AND FLEXIBLE SPENDING ACCOUNT (FSA) PLAN FOR MEDICAL EXPENSE REIMBURSEMENT

Contractor shall be eligible to participate in the County's DCAP and FSA Plans in the same manner as employees in the Consolidated MOU and per the Plan documents. Contractor shall not receive any County match contributions with respect to participation in either plan.

O. LEGALLY REQUIRED BENEFITS

Contractor shall receive all benefits as required by law when eligible (e.g., FMLA, ACA, Military Leave, Time Off for Voting, and Medicare). Where the County provides a greater benefit than is required by law, Contractor shall only receive the minimum benefit in accordance with the law, unless the greater benefit is specifically provided for in another provision of this Contract.

P. SHORT TERM DISABILITY

Contractor shall be eligible to receive the same Short Term Disability insurance benefits as offered to employees in the Consolidated MOU.

Q. SERVICE AND EFFECTS ON BENEFITS

If Contractor was a County contract employee immediately prior to entering into this contract, without separation from County employment, execution of this contract shall not result in separation in County employment for purposes of determining eligibility for and level of benefits including, but not limited to health benefits, leave accrual rates, and retirement benefits. Thus, Contractor's rate for leave accruals is based on the start date of the period of continuous County employment that is extended by this contract. Contractor shall maintain and carry forward Holiday, Vacation, other paid leave, and Sick leave balances. Contractor's retirement contribution rate is based on the date Contractor began participation in the County's general employee retirement system.

R. BENEFITS UPON TERMINATION

Contractor Separated from County Service

Upon separation from County employment, Contractor shall be compensated for any unused Vacation and Holiday Leave at the then base rate of pay. Unused Sick Leave shall be forfeited.

Contractor to Regular County Employment

In the event this Contract is terminated because Contractor is appointed to a regular County position without a break in service, the Contractor shall be provided a new date of hire (i.e., Regular Hire Date). Eligibility for benefits, including, but not limited to, retirement system contributions, health benefits, and leave accrual rates shall be based upon the provisions of the applicable MOU or ordinance in effect at the time Contractor is appointed to a regular County position. Seniority, for purposes of layoff, shall be determined by the most recent Regular Hire Date or as otherwise provided in the applicable MOU.

At the sole discretion of the appointing authority of the County department or office in which appointment to the regular position is made, unused leave balances may be maintained and carried over. Any leave balances carried over shall be in accordance with the applicable MOU for the bargaining unit associated with the position hired into. Any leave balances not authorized to be carried over shall be distributed as outlined in "Contractor Separated from County Service" above.

Contractor to New Contract Position

In the event the Contractor accepts another Contract position with the County without a break in service, at the sole discretion of the appointing authority of the County

department or office in which appointment to the Contract position is made, leave accrual rates and unused leave balances may be maintained and carried over. Any leave balances carried over shall be in accordance with the applicable MOU for the bargaining unit associated with the position hired into. Any leave balances not authorized to be carried over will be distributed as outlined in "Contractor Separated from County Service" above.

VI. GENERAL PROVISIONS RELATING TO CONTRACTOR

A. TOUR OF DUTY

Contractor's standard tour of duty (regularly scheduled work week) shall be established by the Director or designee. The Director, or designee, may modify or change the number of hours in a standard day, tour of duty or shift to meet the needs of the service. Contractor shall be required to work during such hours as necessary to carry out the duties of his position, as designated by the Director, or designee, and such hours may be varied so long as the work requirements and efficient operations of the County are assured.

B. CLASSIFICATION

Contractor will not attain regular status in this position, and as an unclassified Contract employee will not be provided those rights under the San Bernardino County Personnel Rules afforded only to employees who have attained regular status. This Contract does not expand or alter any jurisdiction established by the Personnel Rules or any MOU. Contractor shall adhere to the County's and Department's standards of employee conduct, including all applicable rules, policies, and regulations. Violation of applicable standards may result in Contract termination or lesser penalties.

C. WORKERS COMPENSATION AND LIABILITY COVERAGE

Contractor shall be covered by the County's Workers' Compensation insurance coverage during the hours actually worked under this Contract. Contractor shall be covered by the County's Public Liability Insurance only while performing services under this Contract. Contractor shall only receive those benefits as required by law.

D. USE OF PRIVATE VEHICLE

If the services to be performed under this Contract require CONTRACTOR to drive a vehicle, CONTRACTOR must possess a valid California Driver License at all times during the performance of this Contract. CONTRACTOR agrees to allow County to obtain a Department of Motor Vehicles report of CONTRACTOR'S driving record.

In order for CONTRACTOR to be able to use a private vehicle during the performance of this Contract, CONTRACTOR shall be covered by vehicle liability insurance at least equal to the minimum requirements of the California Vehicle Code. Such requirements currently are:

1. Fifteen thousand dollars (\$15,000) for single injury or death.
2. Thirty thousand dollars (\$30,000) for multiple injury or death.
3. Five thousand dollars (\$5,000) for property damage.

Failure to comply with the requirements of this Paragraph shall be deemed cause for termination of this Contract, pursuant to Section IV.

E. EVIDENCE OF ELIGIBILITY TO WORK

Contractor shall submit evidence of eligibility to work in the United States and verification of identity within three (3) working days of the effective date of this Contract. Contractor shall submit to and successfully complete a pre-employment background check, including a medical examination through the County's Center for Employee Health and Wellness. This provision is satisfied if Contractor is a current/contract employee who previously met the requirement of this provision.

F. DIRECT DEPOSIT

Contractor must make and maintain arrangements for the direct deposit of paychecks into the financial institution of their choice via electronic fund transfer. Inability or failure by Contractor to make such arrangements will result in the County paying Contractor via pay card.

G. CONFIDENTIALITY

Contractor agrees to keep confidential all department related data, programs, documentation, and all other original materials produced, created by or provided for the Department. In addition, upon termination of this contract, Contractor agrees to return all confidential materials to the Director or his/her designee.

H. MISCELLANEOUS

Government Code section 53243.2 requires the following provision be included in this Contract: If this Contract is terminated, any cash settlement related to the termination that Contractor may receive from the County shall be fully reimbursed to the County if Contractor is convicted of a crime involving an abuse of his or her office or position, as defined in Section 53243.4.

CONCLUSION

- A. This contract, consisting of thirteen (30) pages and Attachments A, B, and C is the full and complete document describing services regarding the CONTRACTOR'S rights and obligations of the parties, including all covenants, conditions, and benefits.
- B. This Contract may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Contract (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Contract upon request.

SAN BERNARDINO COUNTY

► _____
Director of Public Health

Dated: _____

By: ► _____
(Authorized signature - sign in blue ink)

Name _____
(Print or type name of person signing contract)

Title _____
(Print or Type)

Dated: _____

Address _____

ATTACHMENT A**Contract Classification Listing with Designations**

| Classifications (1) | Program | Salary Grade (2) | FSLA Designation (3) | Benefits |
|------------------------------------|----------------------------------|-----------------------------|---------------------------------|---|
| | | | | Life Insurance Level (4) |
| Human Resources Analyst | HR | CON6 | N/A | Level 2 |
| Human Resources BP | HR | CON9 | N/A | Level 3 |
| PH Accountant | FAS | CON4 | COVERED | Level 2 |
| PH Automated Systems Analyst | HIT | CON5 | COVERED | Level 2 |
| PH Automated Systems Technician | HIT | CON2 | COVERED | Level 1 |
| PH Business Systems Analyst | HIT | CON6 | COVERED | Level 2 |
| PH Community Health Worker | Health Equity | CON1 | COVERED | Level 1 |
| PH Health Education Specialist | Health Education | CON3 | COVERED | Level 1 |
| PH Physician | Clinic | CON10 | EXEMPT | Level 3 |
| PH Program Coordinator | Strategic Alignment/COVID Equity | CON6 | EXEMPT | Level 3 |
| PH Program Manager | Strategic Alignment | CON8 | EXEMPT | Level 3 |
| PH Program Specialist | Compliance | CON4 | COVERED | Level 2 |
| PH Project Coordinator | Health Equity | CON5 | COVERED | Level 2 |
| PH Quality Improvement Coordinator | Clinic | CON7 | COVERED | Level 3 |
| PH Staff Analyst | FAS | CON4 | COVERED | Level 2 |

**Position Description
Human Resources Analyst**

Duties may include, but are not limited to the following:

- Conducts job analyses for classification studies or recruitment purposes. Identifies critical tasks and responsibilities; determines the minimum requirements necessary to perform the job, including physical requirements; determines similarity with other internal or external positions. Conducts compensation surveys and assists in development of new compensation systems.
- Prepares a variety of written materials such as class specifications, job announcements, correspondence, and reports. Develops new or revised class concepts and career ladders/lattices. Prepares job announcements and recruitment plans. Develops recruitment plans for hard to fill jobs or where protected group members are underutilized. Writes employment advertisements and develops other promotional materials.
- Designs, constructs, analyzes, and evaluates written, oral and performance tests and other selection procedures for assigned departments, ensuring job relatedness and content validity.
- Represents the department before hearing bodies, the Civil Service Commission, the Equal Employment Opportunity Commission, Employee Orientation, employee groups, and other formal bodies. Makes presentations, explaining and eliciting support for the department program/position. Prepares necessary written documentation and exhibits.
- Confers with managers on issues and resolves problems. Answers a variety of questions regarding the human resources process. Communicates state, federal and county legislation, rules, regulations, and policies. Maintains liaison with other Human Resources Department staff and provides assistance.
- Evaluates applicants' qualifications to determine eligibility for participation in the selection process. Explains procedures and minimum requirements and seeks to resolve complaints. Provides career counseling as necessary.
- Coordinates and organizes special events and projects. May administer a department program as assigned. Directs staff, assigning and reviewing work. Designs and publishes newsletters. May provide staff support to a commission/committee or a unit bargaining team.
- Receives complaints. Conducts in depth interviews and investigations, gathering and evaluating information. Prepares reports, determines facts, and makes recommendations as required. Advises affected parties of possible solutions. May testify in court or before other official bodies.
- Develops training programs and prepares training materials. Conducts training courses in areas of expertise.
- Develops and maintains contacts with a wide variety of community action groups and human relations representatives to become aware of community feelings and activity and to establish positive relationships.
- Reviews Memoranda of Understanding, legislation, court decisions and County policies and procedures to ensure current interpretation and application.
- Assists in the development of the department's Equal Employment Opportunity Plan. Compiles and analyzes statistical data to measure underutilization or test validity. Reviews and assists in the revision of all County equal employment opportunity plans and programs. Assists departments to establish affirmative goals to reach workforce diversity.
- Performs vacation and temporary relief as required.

Position Description

Human Resources Business Partner

Duties may include, but are not limited to the following:

- Depending upon area of assignment, duties may include, but are not limited to, the following:
- Consults with, advises, and makes recommendations to department staff on human resource management problems. Researches and analyzes a variety of organizational issues and recommends appropriate action. Provides advice on the interpretation and application of personnel policies and procedures.
- Advises departments on disciplinary actions, recommends appropriate level of discipline, and prepares notices and orders of action based on prescribed legal parameters and County Personnel Rules.
- Screens and recommends requests for classification actions. Assists Employment/Job Evaluation Division staff in recruitment activities as required. Serves as liaison with division staff on employment/classification issues.
- Identifies training needs and plans training programs related to supervisory techniques, orientation, and other human resources areas. Develops training curricula, writes course outlines, and prepares training materials. Conducts training programs or recommends speakers.
- Supervises a centralized personnel function and assigned staff as required. Monitors work performance evaluations, separation reports, variable entrance requests, extensions of probationary periods, placement, or removal of names on eligibility lists, and unusual appointments.
- Receives employees' complaints and takes appropriate action to resolve the problem. Meets with employees' organization representatives to clarify County policies and procedures and to provide information as necessary. Advises the Employee Relations Division of anticipated human resource problems and recommends solutions.
- Prepares a variety of reports and correspondence for both the Human Resources Department and assigned organization.
- Researches and analyzes legislation, case law, and administrative regulations in the field of employee relations and makes recommendations to County management regarding their effect and/or implementation.
- Prepares disciplinary cases for presentation in administrative hearings. Presents cases in capacity of management advocate at formal hearings; makes opening and closing statements; questions and cross examines witnesses; and provides substantial evidence to support management decisions.
- Recommends changes to language in ordinances, Personnel Rules, policy manuals, or Memorandums of Understanding. Negotiates changes with labor organizations.
- Monitors grievances within assigned organization; seeks to resolve complaints at lower procedural levels. Serves as management advocate in administrative hearings. Presents County management position at formal arbitration hearings, which may include making opening and closing statements, arguing the County's position, and writing case summations or briefs.
- Manages or assists a division chief in the management of a major unit of the Human Resources Department. Supervises a staff of Human Resources Analysts, Employee Benefits Specialists, and related classes; writes and signs performance evaluations; handles disciplinary actions. Implements department/division policies and procedures and recommends necessary changes.

PH Accountant / PH Staff Analyst

Duties may include, but are not limited to the following:

- Plans and coordinates studies of administrative and operational activities including fiscal operations, budget preparation and control, equipment usage, staff patterns, workflow, space utilization, affirmative action, and training plans; develops reports and recommendations for appropriate action based on an analysis of gathered data.
- Analyzes and makes recommendations in the development of various budgets and fiscal procedures; justifies and presents less complex budgets; controls departmental purchases and expenditures; reviews financial data on an ongoing basis to ensure conformance with established guidelines; recommends and establishes general fiscal procedures to improve department operations based on cost/benefit studies.
- Recommends and establishes contract forms and procedures; develops and processes bid proposals and agreements, interprets contract terms and monitors adherence to same; recommends solutions to contractual problems.
- Research methods necessary for specific grant proposals; prepares grant applications and subsequent follow up; recommends and monitors procedures for grant implementation.
- Develops and recommends various policies and procedures upon request; develops written procedures to implement adopted policy or to clarify and describe standard practices; designs or improves forms to expedite procedures and coordinates the publication and dissemination of same.
- Participates in various meetings and presents requested and independently gathered data to assist management in making administrative and operational decisions.
- May supervise a small staff; assigns and evaluates their work.
- Reviews present and pending legislation to determine effect on departmental organizations and presents recommendations in verbal or written form.
- Prepares a variety of reports, records, correspondence, and other documents.
- Provides vacation and temporary relief as required.
- Prepares or verifies a variety of complex accounting, statistical and narrative statements and reports requiring extensive analysis and interpretation of data.
- Gathers, analyzes, and evaluates diverse accounting data; develops trends, forecasts, and projections; based on analysis, makes recommendations on the fiscal operation of a department.
- Prepares and monitors program budgets and prepares claims that require extensive application of cost accounting.
- Establishes and maintains complex new departmental accounting systems and procedures and makes recommendations on the implementation of departmental accounting system revisions.
- Advises management on accounting standards and procedures and on a variety of accounting and budgetary problems.

Position Description
PH Automated Systems Analyst

Duties may include, but are not limited to the following:

- Defines all of the data processing systems requirements performed on the County's central computers for a department/organization; identifies organizational data processing and computing needs and interprets them to DIS; designs and/or assists in designing more difficult systems, including Local Area Networks and Wide Area Networks; provides input and output requirement formats; oversees the implementation of new systems and ensures their proper operation.
- Conducts procedural, informational, and functional systems analyses for the purposes of automating systems, designing new and/or modified systems and providing statistical and quantitative data to management; identifies problem areas and performs needs assessments; performs cost benefit analysis on proposed systems.
- Oversees the department's local computer operations; proposes and coordinates the systems configuration, which may include networking systems; develops systems edits and determines the number of fields and screens; develops access codes; determines information required of each screen; supervises or writes and modifies local application programs.
- Interacts with DIS staff and hardware/software vendors regarding office automation technology and the department's needs; writes detailed specifications; evaluates equipment and software capabilities; performs cost/benefit analysis; makes recommendations to management.
- Plans, assigns, and reviews the work of a small subordinate staff of analysts and technicians; conducts performance evaluations and performs other personnel related activities.
- Serves as resource consultant for an organization on data analysis and processing, research methodology, and systems development; may document technical data descriptions; analyze program coding requirements, operator instructions, and organizational procedures.
- Instructs and trains organizational personnel on data processing operations, including distributed and networking computer systems; establishes local procedures for adhering to computer and data security systems; resolves data processing service complaints between organizational users and DIS.
- Prepares and reviews a variety of reports, correspondence, and other documents.
- Provides vacation and temporary relief as required.

Position Description
PH Automated Systems Technician

Duties may include, but are not limited to the following:

- Act as liaison with the County's centralized data processing organization, vendors, or consultants to coordinate the implementation, daily operations, maintenance and control of a department or group's data processing services; evaluate and document performance and modify procedures to meet user needs.
- Receive and reviews requests for technical support services and products; write work orders for approved requests; confers with DIS or vendor personnel to correct hardware and software problems.
- Coordinate or perform installation, maintenance, and repair of data processing equipment; research and troubleshoots possible problems in workflow or equipment; perform routine operating procedures such as system start up, shut down and systems backup.
- Code or assist in coding packaged or utility software applications, user menus and tables, design reports, forms, and computer screens.
- Instruct operators and users in the set up and operation of data entry or data terminal machines and peripheral equipment, plan and coordinate vendor training for the department or group.
- Establish procedures to control the auditing of source documents and computer outputs; develop written procedures and user manuals for automated systems; maintain records on job schedules, work orders and data processing bills, assure computer and data security.
- Consult with department or group staff regarding production requirements, deadlines, flow of work and scheduling priorities; gather information required for systems development.
- Coordinate the acquisition of computer products and services; install and instruct employees on the use of various unmodified packaged software for word processing and other business applications.
- Review output documents and test data to ensure accuracy, meet with local or central data processing personnel to identify and correct problems.
- Explain the benefits to be derived from and the possible applications of data processing systems, explain file layouts to users.
- May supervise a small support staff.
- Prepare and maintain necessary reports, records, and correspondence.
- Provide vacation and temporary relief as required.

Position Description

PH Business Systems Analyst

Duties may include, but are not limited to the following:

- Identifies, gathers, analyzes, and documents business requirements for business application and information technology projects; translates work processes into business and functional requirements; writes business and functional specifications; develops departmental forms and templates; identifies and provides business rules, quality standards, policies, and procedures.
- Reviews and approves prototypes and design specifications; develops and coordinates acceptance criteria; assists with the development of test and implementation plans.
- Identifies security and application access needs for department and agency customers; assists with the development and administration of departmental and agency security definitions and profiles; assists with the maintenance of security authorizations; identifies and develops recommendations for other system controls.
- Develops or assists with the development of cost estimates, cost/benefit analysis, and project justifications; develops or assists with the development of funding requests and approvals.
- Tests information technology applications and systems; writes departmental and agency system documentation; develops and writes training documentation and trains departmental and agency customers.
- Identifies business application and information technology solutions and opportunities for resolving business problems; performs workflow analysis.
- Serves as project leader in the development of project priorities, plans and schedules; may assign project tasks to team members; monitors project progress and provides status reports; develops and recommends project change orders; supports departmental quality standards.
- Determines cause of application and system problems; develops, recommends, and implements solutions.
- Coordinates with departmental customers and other County department staff with project activities and tasks; coordinates with vendors and other external agencies regarding system interfaces and other business application and information technology issues.
- Meets with department and agency customers for preliminary study of information technology work orders to advise and assist customers in detailing their business analysis needs; plans and conducts meetings.
- Reviews, evaluates, and recommends software and other information technology solutions; assists with the preparation of Request for Proposals; evaluates proposals, prepares, and presents recommendations.
- Assists with the training of other departmental business systems analyst staff; supports professional and technical capabilities of team members; assists with guiding business systems analyst staff in analyzing, testing, and implementing information technology projects.
- Reviews or assists with the review of team member performance and team project progress to ensure compliance with customer requests, cost effectiveness, and team capability to produce and support information technology applications and systems within allocated resources; recommends alternative actions to meet schedules; provides status reports.
- Resolves problems in the analysis, testing, documentation, and implementation of a system.

Position Description
PH Community Health Worker

Duties may include, but are not limited to the following:

- Assists the Patient Navigation Program Coordinator with facilitation of cancer patients' referrals to specialty clinics, treatment, follow up appointments, and diagnostic scheduling.
- Consults with physicians and other members of the care delivery team on the patient's treatment plan; refers to appropriate physician or department program as needed.
- Promotes and provides patient, family, staff and community education and awareness related to the Patient Navigation Program, cancer treatments, and services at the Medical Center.
- Provides emotional support to the patient and families when needed; and must be available for on call duty as needed.
- Tracks the patient outcomes and relevant data using manual or automated systems; collaborates with the tumor registrars on statistical reporting.
- Participates in community outreach via Cancer Screening events held at the Medical Center.
- Facilitates paperwork and guides patients in the application process for financial coverage.
- Serves as a chaperone for physicians when needed in the treatment or examination of a patient.
- Provide vacation and temporary relief as required.

Position Description
PH Health Education Specialist

Duties may include, but are not limited to, the following:

- Determines community education needs, and participates in the planning, development, and evaluation of required programs.
- Promotes health education to the public, groups, and individuals to influence and better health behaviors.
- Organizes or utilizes existing community groups, contacts community organizations and leaders to gain their cooperation and participation in assessing health needs.
- Plans, designs, and prepares educational materials such as: pamphlets, posters, flyers, and materials for mass media release.
- Acts as a consultant to groups and individuals, including healthcare providers, requiring assistance in identifying and solving health problems.
- Trains and supervises staff and volunteers assigned to Education unit.
- Develops operational policies and plans necessary for the achievement of health education objectives and services for a program or an assigned geographic area.
- Provides assistance and advice to community groups in defining health problems, setting priorities, and carrying out and evaluating health projects.
- Coordinates the department's health education activities within the geographic area with those of schools and existing community groups to achieve a greater impact and to avoid duplication and competition.
- Designs and conducts special diagnostic studies of a geographic area to determine such things as: the level of health knowledge; health attitudes and practices; power and leadership structure; and barriers to providing health care.
- Carries out a county wide health program for a particular identified health problem.
- Speaks before community groups on health-related subjects and assists in planning information and education programs for community groups.
- Works with community groups to identify and solve health problems and to improve health services.
- Maintains liaison with public officials and community leaders for better community health programs and activities.
- Provides consultation to classroom teachers on various health subjects.
- Prepares and distributes health educational materials such as newspaper releases, articles, radio scripts, pamphlets, reports, and visual aids.
- Provides vacation and temporary relief as required.

**Position Description
Public Health Physician**

Duties may include, but are not limited to the following:

- Examines and screens patients upon admission to treatment programs to demonstrate state of physical health. Diagnoses, prescribes, and administers treatment and or medication as necessary.
- Discusses findings of patient diagnosis with private physicians and consults with physicians in the community and members of other agencies or health related entities regarding public health programs.
- Acts as the primary consultant to staff regarding the medical aspects of the public health program.
- Instructs other medical staff in the care and treatment of patients.
- Determines necessity for referral and refers patients requiring special diagnostic procedures or treatment.
- May lead and provide instruction or oversight to nurse practitioners, physician assistants, as well as other physicians.
- Provides vacation and temporary relief as required.

Position Description
PH Program Coordinator

Duties may include, but are not limited to the following:

- Assist Public Health Manager in coordinating countywide clinic operations; facilitate and monitor program objectives; evaluate staffing and service delivery for effectiveness and efficiency; make recommendations to Public Health Manager regarding staffing issues, caseload management and program policy.
- Initiate, develop, and write grants; implement and ensure compliance with grant requirements.
- Coordinate and facilitate contract activities related to compliance, service delivery operations and budgets.
- Assists Public Health Program Manager with the following: Plans, develops, monitors, and controls program budgets. Identifies and pursues sources of revenue and funding. Monitors expenditures and revenues. Forecasts budget needs. Determines service priorities. Directs cost/benefit studies. Proposes service fees and monitors reimbursement invoicing and billings.
- Gather and analyze information pertaining to project need, including overall project evaluation; develop and monitor data collection systems.
- Supervise professional, para-professional, technical, and other support staff; may supervise through subordinate supervisors; assign and review work; prepare and sign work performance evaluations; participate in hiring and disciplinary actions.
- Represent the department on task forces, planning bodies and committees.
- Serve as Program Manager in the Public Health Manager's absence.
- Prepare a variety of reports and correspondence.
- Provide vacation and temporary relief as required.

Position Description PH Program Manager

Duties may include, but are not limited to, the following:

- Plans, organizes, directs, and evaluates assigned program/project area. Evaluates and monitors services and programs. Formulates policies, procedures, protocols, and standards of care for field, clinic, outreach, home care and office operations ensuring compliance with federal, state, contractual, and departmental requirements. Formulates administrative controls and quality assurance policies and procedures to improve and/or monitor the efficiency and effectiveness of service delivery.
- Assesses program and community needs. Determines program, project, and service objectives. Implements federal, state, and local directives. Formulates standards and protocols for program services. Monitors and assesses progress toward objectives. Assists the community in establishing health services infrastructure and community collaborations and standards of practice.
- Plans, develops, monitors, and controls program budgets. Identifies and pursues sources of revenue and funding. Monitors expenditures and revenues. Forecasts budget needs. Determines service priorities. Directs cost/benefit studies. Proposes service fees and monitors reimbursement invoicing and billings.
- Negotiates and administers community-based contracts with private and public agencies. Reviews and approves contractor selection process, payment of contracts and contract performance.
- Prepares or supervises preparation of grant applications. Monitors grant compliance, billings, and budgets.
- Manages the collection, compilation and analysis of data and the preparation of statistical, operational, and other reports. Analyzes comparative data related to program operations. Directs research and special projects as needed.
- Plans, organizes, coordinates, assigns, and evaluates work of program supervisors and staff. Directs staff training, assignment, and evaluations. Directs recruitment, interview, and selection of staff. Sets program performance standards and conducts supervisory staff evaluations.
- Monitors state and federal laws and regulations to ensure program compliance. Participates in the review of newly introduced legislation. Assesses impact on program operations, services and makes recommendations.
- Provides expertise, consultation, and assistance in the areas of public health and disease investigation, analysis, and reporting. Consults with department management in situations requiring public health intervention. Coordinates activities for disease trend analysis, projections and problem solving.
- Acts as a liaison to community, local and state agencies. Provides consultation to state departments and legislators regarding public health policy. Represents the department on task forces, committees, and planning bodies in the areas of policy and health services planning. Represents the program before the media and public. Confers with representatives of funding sources and licensing bodies. Serves as a resource and technical consultant to explain the health department role and policies, laws, and regulations in assigned areas to officials, groups, and individuals.
- Reviews and evaluates program appeals from parents or providers. May have authority to enforce health and safety codes including authority to cite, fine and order to isolate and complete treatment programs. May serve as an administrative hearing officer on enforcement actions.

Position Description PH Program Specialist

Duties may include, but are not limited to, the following:

- Serves as primary staff assistant to the department Director or Deputy Director and as liaison between the department and Human Resources.
- Serves as the team leader for a small staff of Program Specialists.
- Analyzes and interprets federal and state laws, regulations, court orders and directives from the State for impact on current operations. Reviews local operation, policies, and procedures to ensure compliance.
- Performs analytical studies of organizational systems, procedures, policies, and practices; proposes new or modifies administrative policies, organization, and procedures; as approved, coordinates the implementation of adopted recommendations.
- Develops knowledge assets/tools to facilitate adopted recommendations for agency/department, policy and procedure handbooks, automated tools, forms, and user guides.
- Writes or coordinates with others in preparing requests for proposals and contracts for performance of services with the primary responsibility to assure compliance with program regulations; assists in evaluating bids, recommends to management which contractors to select; monitors program aspects of contracts as assigned.
- Analyzes existing operations, procedures, and systems within program area. Makes recommendations for organizational or procedural changes, which will result in effective business processes within the framework of legal requirements.
- Performs preliminary and detailed planning for implementation of new or revised programs and procedures. Conducts formal or informal training of program implementation.
- Coordinates and participates in development of an automated system used for designing, monitoring, and implementing agency/department business processes and services.
- Undertakes other special projects and compiles statistical reports as assigned.
- Acts in a liaison capacity between the department and County Counsel.
- Participates in quality assurance meeting and conducts special studies to address deficiencies.
- Coordinates with other county agencies, departments or units and other jurisdictions as needed to solve mutual problems, complete assignments and/or exchange information.
- Conducts community-based needs assessments and recommends improvements in the delivery systems for assigned program(s).
- Represents the agency/department at local, regional, and statewide meetings and conferences.
- Provides vacation and temporary relief as required.

Position Description PH Project Coordinator

Duties may include, but are not limited to, the following:

- Performs analytical studies of organizational systems, procedures, policies, and practices; proposes new or modifies administrative policies, organization, and procedures.
- Coordinates, directs, and manages the development of processes and special projects within the department; identifies necessary personnel for project teams.
- Directs the day-to-day activities required to keep projects on target; defines project scope, objectives, and goals.
- Conducts needs assessments and develops project plans and timelines; researches, analyzes, and prepares recommendations regarding projects to the Director and/or Assistant Director; establishes and maintains a system for tracking project activities, progress, and outcomes; monitors and provides status updates on projects.
- Coordinates the implementation of adopted recommendations, including the development of specific department-wide action steps and communications plans.
- May select, train, evaluate, and supervise a small staff; oversees selection processes and manages consultants.
- Participates in quality assurance and conducts special department studies to address deficiencies; evaluates service delivery for effectiveness and efficiency; recommends changes to management.
- Provides data and prepares a variety of reports and correspondence.
- Interfaces with both the Director and Assistant Director and provides input on project related budget requests.
- Provides input on operational policies and procedures; develops tools to facilitate adopted recommendations including departmental policies and procedures, forms, and user guides; facilitates training to ensure proper program implementation.
- Maintains a thorough knowledge of department and county policies and procedures, and state and federal laws that may affect the Department of Public Health.
- Acts as a resource to department staff and other interested individuals regarding projects.
- Provides vacation and temporary relief as required.
- Collaborate with the medical and logistics team to facilitate and schedule allocation of vaccine doses and ancillary supplies.
- Communicate important updates regarding vaccine guidelines and internal procedures to community health programs.
- Evaluate health education documents for distribution to SBCOVID19 Provider Resources website and target community groups.
- Identify and participate in various meetings regarding the current state and local vaccination guidelines, internal procedures, and developments to remain updated and educated about vaccination processes.
- Coordinate appointments for San Bernardino County clinics using MyTurn: set up and maintain clinics, vaccine inventory, and supply for vaccine appointments.
- Verify quality assurance of San Bernardino County vaccine.

Position Description
PH Quality Improvement Coordinator

Duties may include, but are not limited to, the following:

- Determines the Medical Center's direction and standards for compliance with regulatory agency standards and requirements; leads the development of performance improvement and patient safety activities; develops and monitors organizational quality management policies and procedures.
- Provides data and reports to medical staff committees for peer review; leads and develops the framework for assessment and interpretation of performance data, patient outcome data and reports; serves as a resource and advisor to medical staff; participates in and performs medical record and focused peer review activities.
- Develops framework for the assessment and interpretation of performance data for internal and external reporting; ensures accurate and reliable data acquisition including analysis to support clinical and administrative decision making; prepares quality improvement statistical indicators, and narrative reports.
- Monitors organizational performance and ensures compliance with state and federal agency requirements; keeps abreast of new programs, processes, and best practices in Quality Improvement/Performance Improvement services; assists in the development, implementation, and migration of best practices for safe clinical practice and patient care outcomes.
- Develops, presents, coordinates, and monitors the hospital's annual Quality Improvement/Performance Improvement program; ensures plan reflects current standards for clinical and non-clinical areas; maintains hospital wide quality improvement records.
- Selects, trains, evaluates, and supervises professional and support staff; provides staff development and ongoing training relating to data abstraction, preparation, analysis, and presentation; prepares and monitors department budget.
- Develops and educational tools and provides education to hospital and medical staff relating to the Quality Improvement program, regulations, philosophy, and purpose; serves as resource for complex problems regarding clinical and nonclinical areas.
- Acts as the liaison with regulatory and accrediting agencies; conducts investigations, submits patient care quality concern reports, and prepares action plans; ensures necessary corrective action plans are developed, implemented, and monitored.
- Provides leadership and direction to performance improvement task forces, advises on department specific Quality Improvement/Performance Improvement indicators and plans, and patient care monitors.
- Provides vacation and temporary relief as required.

ATTACHMENT C

PH CONTRACT SALARY TABLE

| Effective 10/01/2023 | | | | | | | | | | | | | | | | |
|----------------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 | Step 9 | Step 10 | Step 11 | Step 12 | Step 13 | Step 14 | Step 15 |
| CON1 | Hourly | 17.580 | 18.020 | 18.470 | 18.932 | 19.405 | 19.890 | 20.387 | 20.897 | 21.420 | 21.955 | 22.504 | 23.066 | 23.643 | 24.234 | 24.840 |
| | Appx. Bi-wkly | 1,406.400 | 1,441.560 | 1,477.599 | 1,514.539 | 1,552.402 | 1,591.213 | 1,630.993 | 1,671.768 | 1,713.562 | 1,756.401 | 1,800.311 | 1,845.319 | 1,891.452 | 1,938.738 | 1,987.206 |
| | Appx. Monthly | 3,047.200 | 3,123.380 | 3,201.465 | 3,281.501 | 3,363.539 | 3,447.627 | 3,533.818 | 3,622.163 | 3,712.717 | 3,805.535 | 3,900.674 | 3,998.190 | 4,098.145 | 4,200.599 | 4,305.614 |
| | Appx. Annual | 36,566.400 | 37,480.560 | 38,417.574 | 39,378.013 | 40,362.464 | 41,371.525 | 42,405.813 | 43,465.959 | 44,552.608 | 45,666.423 | 46,808.083 | 47,978.286 | 49,177.743 | 50,407.186 | 51,667.366 |
| CON2 | Hourly | 23.570 | 24.159 | 24.763 | 25.382 | 26.017 | 26.667 | 27.334 | 28.017 | 28.718 | 29.436 | 30.172 | 30.926 | 31.699 | 32.492 | 33.304 |
| | Appx. Bi-wkly | 1,885.600 | 1,932.740 | 1,981.059 | 2,030.585 | 2,081.350 | 2,133.383 | 2,186.718 | 2,241.386 | 2,297.421 | 2,354.856 | 2,413.727 | 2,474.071 | 2,535.922 | 2,599.320 | 2,664.303 |
| | Appx. Monthly | 4,085.467 | 4,187.603 | 4,292.293 | 4,399.601 | 4,509.591 | 4,622.331 | 4,737.889 | 4,856.336 | 4,977.744 | 5,102.188 | 5,229.743 | 5,360.486 | 5,494.498 | 5,631.861 | 5,772.657 |
| | Appx. Annual | 49,025.600 | 50,251.240 | 51,507.521 | 52,795.209 | 54,115.089 | 55,467.966 | 56,854.666 | 58,276.032 | 59,732.933 | 61,226.256 | 62,756.913 | 64,325.836 | 65,933.982 | 67,582.331 | 69,271.889 |
| CON3 | Hourly | 26.670 | 27.337 | 28.020 | 28.721 | 29.439 | 30.175 | 30.929 | 31.702 | 32.495 | 33.307 | 34.140 | 34.993 | 35.868 | 36.765 | 37.684 |
| | Appx. Bi-wkly | 2,133.600 | 2,186.940 | 2,241.614 | 2,297.654 | 2,355.095 | 2,413.973 | 2,474.322 | 2,536.180 | 2,599.584 | 2,664.574 | 2,731.188 | 2,799.468 | 2,869.455 | 2,941.191 | 3,014.721 |
| | Appx. Monthly | 4,622.800 | 4,738.370 | 4,856.829 | 4,978.250 | 5,102.706 | 5,230.274 | 5,361.031 | 5,495.057 | 5,632.433 | 5,773.244 | 5,917.575 | 6,065.514 | 6,217.152 | 6,372.581 | 6,531.895 |
| | Appx. Annual | 55,473.600 | 56,860.440 | 58,281.951 | 59,739.000 | 61,232.475 | 62,763.287 | 64,332.369 | 65,940.678 | 67,589.195 | 69,278.925 | 71,010.898 | 72,786.170 | 74,605.825 | 76,470.970 | 78,382.745 |
| CON4 | Hourly | 31.630 | 32.421 | 33.231 | 34.062 | 34.914 | 35.786 | 36.681 | 37.598 | 38.538 | 39.502 | 40.489 | 41.501 | 42.539 | 43.602 | 44.692 |
| | Appx. Bi-wkly | 2,530.400 | 2,593.660 | 2,658.502 | 2,724.964 | 2,793.088 | 2,862.915 | 2,934.488 | 3,007.850 | 3,083.047 | 3,160.123 | 3,239.126 | 3,320.104 | 3,403.107 | 3,488.184 | 3,575.389 |
| | Appx. Monthly | 5,482.533 | 5,619.597 | 5,760.087 | 5,904.089 | 6,051.691 | 6,202.983 | 6,358.058 | 6,517.009 | 6,679.934 | 6,846.933 | 7,018.106 | 7,193.559 | 7,373.398 | 7,557.733 | 7,746.676 |
| | Appx. Annual | 65,790.400 | 67,435.160 | 69,121.039 | 70,849.065 | 72,620.292 | 74,435.799 | 76,296.694 | 78,204.111 | 80,159.214 | 82,163.194 | 84,217.274 | 86,322.706 | 88,480.774 | 90,692.793 | 92,960.113 |
| CON5 | Hourly | 34.810 | 35.680 | 36.572 | 37.487 | 38.424 | 39.384 | 40.369 | 41.378 | 42.413 | 43.473 | 44.560 | 45.674 | 46.816 | 47.986 | 49.186 |
| | Appx. Bi-wkly | 2,784.800 | 2,854.420 | 2,925.781 | 2,998.925 | 3,073.898 | 3,150.746 | 3,229.514 | 3,310.252 | 3,393.008 | 3,477.834 | 3,564.779 | 3,653.899 | 3,745.246 | 3,838.878 | 3,934.849 |
| | Appx. Monthly | 6,033.733 | 6,184.577 | 6,339.191 | 6,497.671 | 6,660.113 | 6,826.615 | 6,997.281 | 7,172.213 | 7,351.518 | 7,535.306 | 7,723.689 | 7,916.781 | 8,114.701 | 8,317.568 | 8,525.507 |
| | Appx. Annual | 72,404.800 | 74,214.920 | 76,070.293 | 77,972.050 | 79,921.352 | 81,919.385 | 83,967.370 | 86,066.554 | 88,218.218 | 90,423.674 | 92,684.265 | 95,001.372 | 97,376.406 | 99,810.817 | 102,306.087 |
| CON6 | Hourly | 35.730 | 36.623 | 37.539 | 38.477 | 39.439 | 40.425 | 41.436 | 42.472 | 43.534 | 44.622 | 45.737 | 46.881 | 48.053 | 49.254 | 50.486 |
| | Appx. Bi-wkly | 2,858.400 | 2,929.860 | 3,003.107 | 3,078.184 | 3,155.139 | 3,234.017 | 3,314.868 | 3,397.739 | 3,482.683 | 3,569.750 | 3,658.994 | 3,750.469 | 3,844.230 | 3,940.336 | 4,038.844 |
| | Appx. Monthly | 6,193.200 | 6,348.030 | 6,506.731 | 6,669.399 | 6,836.134 | 7,007.037 | 7,182.213 | 7,361.769 | 7,545.813 | 7,734.458 | 7,927.820 | 8,126.015 | 8,329.165 | 8,537.395 | 8,750.829 |
| | Appx. Annual | 74,318.400 | 76,176.360 | 78,080.769 | 80,032.788 | 82,033.608 | 84,084.448 | 86,186.559 | 88,341.223 | 90,549.754 | 92,813.498 | 95,133.835 | 97,512.181 | 99,949.986 | 102,448.735 | 105,009.954 |
| CON7 | Hourly | 42.400 | 43.460 | 44.547 | 45.660 | 46.802 | 47.972 | 49.171 | 50.400 | 51.660 | 52.952 | 54.276 | 55.632 | 57.023 | 58.449 | 59.910 |
| | Appx. Bi-wkly | 3,392.000 | 3,476.800 | 3,563.720 | 3,652.813 | 3,744.133 | 3,837.737 | 3,933.680 | 4,032.022 | 4,132.823 | 4,236.143 | 4,342.047 | 4,450.598 | 4,561.863 | 4,675.909 | 4,792.807 |
| | Appx. Monthly | 7,349.333 | 7,533.067 | 7,721.393 | 7,914.428 | 8,112.289 | 8,315.096 | 8,522.973 | 8,736.048 | 8,954.449 | 9,178.310 | 9,407.768 | 9,642.962 | 9,884.036 | 10,131.137 | 10,384.416 |
| | Appx. Annual | 88,192.000 | 90,396.800 | 92,656.720 | 94,973.138 | 97,347.466 | 99,781.153 | 102,275.682 | 104,832.574 | 107,453.388 | 110,139.723 | 112,893.216 | 115,715.547 | 118,608.435 | 121,573.646 | 124,612.987 |
| CON8 | Hourly | 44.530 | 45.643 | 46.784 | 47.954 | 49.153 | 50.382 | 51.641 | 52.932 | 54.255 | 55.612 | 57.002 | 58.427 | 59.888 | 61.385 | 62.920 |
| | Appx. Bi-wkly | 3,562.400 | 3,651.460 | 3,742.747 | 3,836.315 | 3,932.223 | 4,030.529 | 4,131.292 | 4,234.574 | 4,340.438 | 4,448.949 | 4,560.173 | 4,674.178 | 4,791.032 | 4,910.808 | 5,033.578 |
| | Appx. Monthly | 7,718.533 | 7,911.497 | 8,109.284 | 8,312.016 | 8,519.817 | 8,732.812 | 8,951.132 | 9,174.911 | 9,404.283 | 9,639.390 | 9,880.375 | 10,127.385 | 10,380.569 | 10,640.083 | 10,906.086 |
| | Appx. Annual | 92,622.400 | 94,937.960 | 97,311.409 | 99,744.194 | 102,237.799 | 104,793.744 | 107,413.588 | 110,098.927 | 112,851.401 | 115,672.686 | 118,564.503 | 121,528.615 | 124,566.831 | 127,681.001 | 130,873.026 |
| CON9 | Hourly | 48.360 | 49.569 | 50.808 | 52.078 | 53.380 | 54.715 | 56.083 | 57.485 | 58.922 | 60.395 | 61.905 | 63.453 | 65.039 | 66.665 | 68.331 |
| | Appx. Bi-wkly | 3,868.800 | 3,965.520 | 4,064.658 | 4,166.274 | 4,270.431 | 4,377.192 | 4,486.622 | 4,598.787 | 4,713.757 | 4,831.601 | 4,952.391 | 5,076.201 | 5,203.106 | 5,333.184 | 5,466.513 |
| | Appx. Monthly | 8,382.400 | 8,591.960 | 8,806.759 | 9,026.928 | 9,252.601 | 9,483.916 | 9,721.014 | 9,964.039 | 10,213.140 | 10,468.469 | 10,730.181 | 10,998.435 | 11,273.396 | 11,555.231 | 11,844.112 |
| | Appx. Annual | 100,588.800 | 103,103.520 | 105,681.108 | 108,323.136 | 111,031.214 | 113,806.994 | 116,652.169 | 119,568.474 | 122,557.685 | 125,621.628 | 128,762.168 | 131,981.222 | 135,280.753 | 138,662.772 | 142,129.341 |
| CON10 | Hourly | 70.541 | 72.305 | 74.112 | 75.965 | 77.864 | 79.811 | 81.806 | 83.851 | 85.947 | 88.096 | 90.298 | 92.556 | 94.870 | 97.242 | 99.673 |
| | Appx. Bi-wkly | 5,643.280 | 5,784.362 | 5,928.971 | 6,077.195 | 6,229.125 | 6,384.853 | 6,544.475 | 6,708.087 | 6,875.789 | 7,047.683 | 7,223.876 | 7,404.472 | 7,589.584 | 7,779.324 | 7,973.807 |
| | Appx. Monthly | 12,227.107 | 12,532.784 | 12,846.104 | 13,167.257 | 13,496.438 | 13,833.849 | 14,179.695 | 14,534.188 | 14,897.542 | 15,269.981 | 15,651.730 | 16,043.024 | 16,444.099 | 16,855.202 | 17,276.582 |
| | Appx. Annual | 146,725.280 | 150,393.412 | 154,153.247 | 158,007.078 | 161,957.255 | 166,006.187 | 170,156.342 | 174,410.250 | 178,770.506 | 183,239.769 | 187,820.763 | 192,516.282 | 197,329.189 | 202,262.419 | 207,318.980 |