

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE 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**

June 22, 2021

**FROM**

**LEONARD X. HERNANDEZ, Chief Executive Officer, County Administrative Office  
BRENDON BIGGS, Director, Department of Public Works – Special Districts  
DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District**

**SUBJECT**

Amendment to the San Bernardino County Fire Protection District and San Bernardino County Special Districts Exempt Compensation Plan

**RECOMMENDATION(S)**

1. Acting as the governing body of the San Bernardino County Fire Protection District, amend the Exempt Compensation Plan, as on file with the Clerk of the Board, effective pay period 15, 2021.
2. Acting as the governing body of the Board Governed County Service Areas, amend the Exempt Compensation Plan, as on file with the Clerk of the Board, effective pay period 15, 2021.
3. Acting as the governing body of the Big Bear Valley Recreation and Park District, amend the Exempt Compensation Plan, as on file with the Clerk of the Board, effective pay period 15, 2021.
4. Acting as the governing body of the Bloomington Recreation and Park District, amend the Exempt Compensation Plan, as on file with the Clerk of the Board, effective pay period 15, 2021.

(Presenter: Leonard X. Hernandez, Chief Executive Officer, 387-5418)

**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**

This amendment to the Exempt Compensation Plan will not result in the use of additional Discretionary General Funding (Net County Cost). The estimated one-time costs from this

**Amendment to the San Bernardino County Fire Protection District and  
San Bernardino County Special Districts Exempt Compensation Plan  
June 22, 2021**

amendment of \$358 in 2021-22 and \$368 in 2022-23 will be funded by the San Bernardino County Fire Protection District (SBCFPD) and San Bernardino County Special Districts (Special Districts).

**BACKGROUND INFORMATION**

The Exempt Compensation Plan (Plan) sets the terms, compensation, and other working conditions for exempt employees in SBCFPD and Special Districts.

During the most recent benefits open enrollment the County's Human Resources Department identified that there was a timing issue with the negotiated Medical Premium Subsidy (MPS) increases provided to certain bargaining units. The issue was that the agreed-to dates for certain bargaining units to receive their MPS increase was one pay period after the medical premium increase took effect. Employees therefore paid the higher premium amount for one pay period before it was offset during the following pay period by the MPS increase. On March 9, 2021 (Item No. 55), the Board approved side letter agreements with eight employee organizations to prospectively, beginning in July 2021, adjust the timing of the MPS increases by providing the MPS increase at the same time the medical premium increases.

To ensure consistency, it is proposed that the Plan be amended to include the updated timing of the MPS increase.

Additionally, it is also proposed that the Plan be amended to make the following updates:

- Update classification and salary range structure to reflect changes included in SBCFPD's 2020-21 First Quarter Budget Report and 2021-22 Budget;
- Provide the Director of Human Resources the authority, with the approval of the County's Chief Executive Officer, to provide Exempt Group employees up to 40 hours of COVID Leave consistent with the represented bargaining units.

The proposed amendments to the Plan will become effective in the pay period immediately following its adoption, which will be pay period 15 of 2021.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Richard Luczak, Deputy County Counsel, 387-5455) on June 8, 2021; Human Resources (Diane Rundles, Human Resources Director, 387-5570) on June 8, 2021; Finance (Tom Forster, Administrative Analyst, 387-4635) on June 4, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on June 6, 2021.

**Amendment to the San Bernardino County Fire Protection District and  
San Bernardino County Special Districts Exempt Compensation Plan  
June 22, 2021**

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: Dawn Rowe  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY   
DATED: June 22, 2021



cc: File- Administrative Office w/attach  
LA 06/30/2021