

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

**August 8, 2023**

**FROM**

**DIANE RUNDLES, Assistant Executive Officer, Human Resource Department**

**SUBJECT**

Amendment to a Side Letter Agreement with California Nurses Association

**RECOMMENDATION(S)**

Approve an amendment to a Side Letter Agreement between San Bernardino County and the California Nurses Association, including a step advancement salary adjustment and a retention bonus.

(Presenter: Diane Rundles, Director, 387-5570)

**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 additional Discretionary General Funding (Net County Cost). The employees in the classifications included in the amended Side Letter Agreement are not eligible for the step advancement salary adjustment due to their current step placement. The amended Side Letter Agreement includes a one-time cost of approximately \$30,000 for the 5% retention bonus. Sufficient appropriation is included in Arrowhead Regional Medical Center's 2023-24 budget.

**BACKGROUND INFORMATION**

On January 24, 2023 (Item No. 29), the Board of Supervisors (Board) approved a Side Letter Agreement (Agreement) with the California Nurses Association (CNA) that included a step advancement salary adjustment and a retention bonus for eligible nursing classifications.

The County engaged in the meet and confer process with CNA to discuss the inclusion of additional classifications to the Agreement. The meet and confer process resulted in the amendment to the Agreement.

Nurse Unit employees who are regularly assigned to work at Arrowhead Regional Medical Center in the below classifications will be eligible for the step advancement salary adjustment and retention bonus within the Agreement.

- Hospital Employee Health Nurse
- Clinical Nurse Specialist

**Amendment to a Side Letter Agreement with California Nurses  
Association  
August 8, 2023**

If approved, the amendment would be effective the pay period following Board approval.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on July 26, 2023; Human Resources (Diane Rundles, Assistant Executive Officer, 387-5570) on July 26, 2023; Finance (Abigail Grant, Administrative Analyst, 387-4603) on July 27, 2023; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on July 27, 2023.

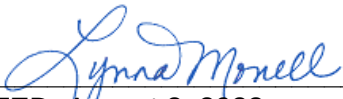
**Amendment to a Side Letter Agreement with California Nurses  
Association  
August 8, 2023**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 8, 2023



cc:     File- Memorandum of Understanding (MOU) NURSING w/side  
         letter  
LA     08/10/2023