

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

October 26, 2021

**FROM**

**LEONARD X. HERNANDEZ, Chief Executive Officer, County Administrative Office**

**SUBJECT**

Adoption of an Ordinance Amending the San Bernardino County Code Relating to Compensation, Terms and Conditions of County Officials, Exempt and Non-Represented Employees

**RECOMMENDATION(S)**

Adopt **Ordinance No. 4416** relating to the amendment of Sections 13.0613 and 13.0614 of the San Bernardino County Code relating to compensation and terms and conditions of County Officials, Exempt and Non-Represented employees, which was introduced on October 5, 2021, Item No. 61.

(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**

The proposed amendment to the ordinance will provide up to 32 hours of COVID-19 Vaccine Incentive Leave with a cash-out option in calendar year 2022 for employees who provide proof of COVID-19 vaccination. The cost of the COVID-19 Vaccine Incentive Leave for County Officials and Exempt and non-represented employees is approximately \$1.1 million. Additionally, the cost of the COVID-19 Vaccine Incentive Leave for employees in bargaining units covered by side letter agreements that will be negotiated with exclusive representatives is approximately \$23.9 million. A maximum of \$480 per employee will be funded with the American Rescue Plan Act – Local Fiscal Recovery Fund for employees who decide to exercise the cash-out option. Any remaining cost will be funded with additional one-time Discretionary General Funding (Net County Cost) or departmental revenue (if available).

**BACKGROUND INFORMATION**

The 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 of Supervisors (Board) and countywide elected officials. To ensure consistency with represented bargaining units, it is proposed that the Exempt Group ordinance be amended to 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 32 hours of COVID-19 Vaccine Incentive Leave consistent with what is provided to employees in represented bargaining units.

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Additionally, the classification and salary range tables of the ordinance will be updated to reflect changes in the County's 2020-21 First Quarter Budget Report and the 2021-22 Budget.

The Exempt Group ordinance was introduced on October 5, 2021, Item No. 61. The recommendation before the Board of Supervisors today will adopt the ordinance on the Consent Calendar

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on October 6, 2021; Human Resources (Diane Rundles, Human Resources Director, 387-5570) on October 6, 2021; County Finance (Jessica Trillo, Administrative Analyst, 387-4222) on October 6, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on October 12, 2021.

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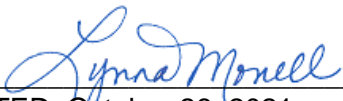
Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: October 26, 2021



cc: File - Administrative Office w/ ordinance  
JLL 11/2/2021