

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

October 26, 2021

FROM

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

SUBJECT

Amendment to the Non-Represented Employee Compensation Plan for Non-Represented Employees in Special Districts and the San Bernardino County Fire Protection District

RECOMMENDATION(S)

1. Acting as the governing body of the Board Governed County Service Areas, amend the Non-Represented Employee Compensation Plan for non-represented employees in the Board Governed County Service Areas, as on file with the Clerk of the Board, effective pay period 23, 2021.
2. Acting as the governing body of the San Bernardino County Fire Protection District, amend the Non-Represented Employee Compensation Plan for non-represented employees in the San Bernardino County Fire Protection District, as on file with the Clerk of the Board, effective pay period 23, 2021.
3. Acting as the governing body of the Big Bear Valley Recreation and Park District, amend the Non-Represented Employee Compensation Plan for non-represented employees in the Big Bear Valley Recreation and Park District, as on file with the Clerk of the Board, effective pay period 23, 2021.
4. Acting as the governing body of the Bloomington Recreation and Park District, amend the Non-Represented Employee Compensation Plan for non-represented employees in the Bloomington Recreation and Park District, as on file with the Clerk of the Board, effective pay period 23, 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.

**Amendment to the Non-Represented Employee Compensation Plan for
Non-Represented Employees in Special Districts and the San
Bernardino County Fire Protection District
October 26, 2021**

FINANCIAL IMPACT

The proposed amendment to the Non-Represented Employee Compensation Plan 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 non-represented employees is approximately \$128,400. 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 Non-Represented Employee Compensation Plan (Plan) sets the terms, compensation, and other working conditions for non-represented employees in Special Districts and the San Bernardino County Fire Protection District. To ensure consistency with represented bargaining units, it is proposed that the Plan be amended to provide the Director of Human Resources the authority, with the approval of the County's Chief Executive Officer, to provide non-represented employees up to 32 hours of COVID-19 Vaccine Incentive Leave consistent with what is provided to employees in represented bargaining units.

The proposed amendments to the Plan will become effective pay period 23, 2021 should the Board approve this item.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Richard Luczak, Deputy County Counsel, 387-5455) on October 8, 2021; Human Resources (Diane Rundles, Human Resources Director, 387-5570) on October 6, 2021; Finance (Tom Forster, Administrative Analyst, 387-4635) on October 8, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on October 13, 2021.

**Amendment to the Non-Represented Employee Compensation Plan for
Non-Represented Employees in Special Districts and the San
Bernardino County Fire Protection District
October 26, 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: Col. Paul Cook (Ret.)

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

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: October 26, 2021



cc: File- Administrative Office w/attach
LA 11/3/2021