



# San Bernardino County

## Legislation Text

**File #: 7344, Agenda Item #: 60**

**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**

**January 10, 2023**

**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**

San Bernardino County Fire Protection District and San Bernardino County Special Districts Exempt Compensation Plan and the Non-Represented Employee Compensation Plan

**RECOMMENDATION(S)**

1. Acting as the governing body of the Board Governed County Service Areas, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Clerk of the Board of Supervisors, effective January 14, 2023.
2. Acting as the governing body of the San Bernardino County Fire Protection District, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Secretary of the Board of Directors, effective January 14, 2023.
3. Acting as the governing body of the Big Bear Valley Recreation and Park District, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Secretary of the Board of Directors, effective January 14, 2023.
4. Acting as the governing body of the Bloomington Recreation and Park District, amend the Exempt Compensation Plan and the Non-Represented Employee Compensation Plan, as on file with the Secretary of the Board of Directors, effective January 14, 2023.

(Presenter: Leonard X. Hernandez, Chief Executive Officer, 387-4811)

**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). Estimated costs from the amended Exempt Compensation Plan and the amended Non-Represented Employee Compensation Plan, which are reflected in the following table, will be funded through departmental revenue of the Board Governed County Service Areas, Big Bear Valley Recreation and Park District, and Bloomington Recreation and Park District (collectively, Special Districts), the San Bernardino County Fire Protection District (SBCFPD), and the Consolidated Fire Agencies of San Bernardino County (CONFIRE).

<b>Fiscal Year</b>	<b>Special Districts</b>	<b>SBCFPD</b>	<b>CONFIRE</b>
2022-23	\$23,000	\$31,700	\$11,700
2023-24	\$107,500	\$148,200	\$54,600
2024-25	\$114,900	\$158,500	\$58,400
2025-26	\$114,900	\$158,500	\$58,400
Ongoing Annual Amount	\$114,900	\$158,500	\$58,400

Costs for CONFIRE are included since three of their positions are covered by the aforementioned compensation plans. CONFIRE is a Joint Powers Authority (JPA) with its own Board of Directors. The JPA was established in 1990 to provide communications, dispatch, computer information systems support (IS), and geographic information systems (GIS) to its member and contract agencies. As the largest member/contract agency of CONFIRE, SBCFPD funds approximately 50% of CONFIRE’s costs.

The 2022-23 budget adjustments for this item are not requested at this time, but will be subsequently presented to the Board of Supervisors/Board of Directors (Board) for approval, as needed. Sufficient appropriation will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The Exempt Compensation Plan sets the terms, compensation, and other working conditions for exempt employees in Special Districts, SBCFPD, and CONFIRE. The Non-Represented Employee Compensation Plan sets the terms, compensation, and other working conditions for non-represented employees in Special Districts, SBCFPD, and CONFIRE.

To ensure consistency with compensation and benefits recently provided to San Bernardino County exempt employees and non-represented employees, it is proposed that the plans be revised as follows:

- Effective January 14, 2023, add a new top step at approximately 2.5% above the then current top step for all non-trainee salary ranges.
- Effective July 15, 2023, add a new top step at approximately 2.5% above the then current top step for all non-trainee salary ranges.
- Move the previously approved top step for salary ranges 66B and 68B that was effective July 29, 2023 to January 13, 2024.
- Eliminate step 1 of salary range 66B and 68B effective January 14, 2023, and January 13, 2024.
- Update classification and salary range structure to reflect changes approved in the County’s Budget Report.
- Reflect discontinuation of the Variable Group Life Insurance policy that was effective September 1, 2022 and was replaced by a group life insurance policy option.
- Update sections of the Medical and Dental Coverage Insurance provision to provide clarity for

administration.

- Update eligibility for Healthy Lifestyles Program.
- Add new section to allow the Director of Human Resources, in consultation with County Counsel, to authorize administrative leave or a lump sum payment for an eligible employee in cases of separation from County employment.
- Clean up to Article 5 Section 5 of the Demotions article to provide placement of demoted employees on a salary step within the demoted salary range.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on December 29, 2022; Human Resources (Diane Rundles, Director, 387-5570 and Leonardo Gonzalez, Deputy Director/Labor Chief, 387-5568) on December 19, 2022; Finance (Tom Forster, Administrative Analyst, 387-4635) on December 27, 2022; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on December 29, 2022.