

**BEFORE THE BOARD OF SUPERVISORS OF THE  
COUNTY OF AMADOR, STATE OF CALIFORNIA**

IN THE MATTER OF:

RESOLUTION RELATIVE TO SALARIES AND FRINGE ) RESOLUTION NO. 15-047  
BENEFITS FOR MID-MANAGEMENT EMPLOYEES )

BE IT RESOLVED that this resolution is being adopted to reflect the following change:

- Effective July 1, 2015 all employees are being offered the option of a reduced work schedule (voluntary reduction of hours) of 156.6 hours per month. Previous employee elections will remain in effect unless otherwise requested prior to July 1, 2015.
  - Employees may work a 36 hour work week
  - Employees may work 72 hours every two weeks (40 hours one week and 32 hours the next week).
  - Employee’s seniority, benefits and leave accruals will not be affected
  - Employees who elect to take the reduced workweek must remain on the reduced workweek until June 30, 2016

<b>Classifications</b>	<b>Monthly Salaries</b>	<b>Voluntary Reduction of Hours (156.6 per mo.)</b>
Animal Control Director	\$6,856	\$6,170
Assistant Assessor	\$6,826	\$6,143
Assistant Auditor-Controller	\$7,729	\$6,956
Assistant County Counsel (vacant)	\$10,410	\$9,369
Chief Building Official (vacant)	\$6,995	\$6,296
Chief Deputy Clerk/Recorder Local Registrar of Births & Deaths	\$7,952	\$7,157
Chief Deputy Treasurer/Tax Collector	\$5,972	\$5,375
County Librarian	\$7,743	\$6,969
Deputy Director of Behavioral Health (Fiscal and Administrative Services)	\$7,425	\$6,683
Deputy Director of General Services Administration (vacant)	\$8,618	\$7,756
Deputy Director of Public Works Projects (vacant)	\$8,286	\$7,457
Deputy Director of Social Services (Finance/Facilities/Administration) (vacant)	\$7,425	\$6,683
Deputy Director of Social Services (Social Services Agency Programs) (vacant)	\$7,520	\$6,768
Director of Environmental Health	\$7,882	\$7,094
Health Services Director (vacant)	\$9,478	\$8,530
GSA County Government Support Services Director (vacant)	\$8,001	\$7,201
OES Coordinator (vacant)	\$5,754	\$5,179
Planning Director	\$8,655	\$7,790
Public Works Maintenance Superintendent (vacant)	\$7,254	\$6,529
Psychiatrist (vacant)	\$19,013	\$17,112
Social Services Director (vacant)	\$9,822	\$8,840

## **TERMS AND CONDITIONS**

1. Employees herein identified serve at the pleasure of their respective Agency/Department Head or Elected Official, with the concurrence of the CAO. However, in the event of a proposed action that could result in demotion, reduction in hours, loss of pay, or termination, the concurrence of the Board of Supervisors shall be required if either the department head or the employee requests same. Such request(s) shall be made in writing within seven (7) working days of written notice of the proposed action.
2. Personnel covered by this resolution are required to devote the appropriate amount of time at their place of work, either in the office or at other sites, necessary to complete the responsibilities and duties of their positions.
3. With the exception of the OES Coordinator, Mid-Management employees are *exempt* from the Fair Labor Standards Act (FLSA) as it relates to wages and overtime requirements. Exempt employees are not eligible for overtime. The OES Coordinator is covered by the FLSA as it relates to wages, overtime, record keeping, and equal pay standards.

## **BENEFIT PACKAGE**

4. **Voluntary Reduced Work Schedule:** Effective July 1, 2015, employees have the option to continue their voluntary reduced work schedule of 156.6 hours per month, request a voluntary reduced work schedule of 156.6 hours or rescind their previous request for a voluntary reduced work schedule. Employee's seniority, benefits and leave accruals will not be affected.
5. **Retirement Program:** Employees herein shall receive the same Public Employees' Retirement System program offered to the County's General bargaining group; as such program may be amended from time to time. The Employer Paid Member Contribution (EPMC) shall be as follows:
  - A. The EPMC shall be 1% for all Classic employees in this unit.
  - B. Effective January 1, 2013 all employees hired as new employees according to PERS regulations shall pay one-half of normal cost as determined by CalPERS.
6. **Health Insurance:** Employees herein shall be eligible for the same group health insurance programs provided to the County's General Unit bargaining group.
  - A. Mid-Management employees retiring from County service shall be granted the right to continue participation in the group health insurance programs provided for active Mid-Management employees, to the extent said insurance programs allow, **at the retired employee's expense.**
  - B. For full-time Mid-Management employees, a cash payment of \$466.10 shall be paid to all Mid-Management employees in lieu of major medical insurance other than the County's, after proof of other major medical insurance has been obtained. The County shall retain the remainder of the premium it otherwise would have paid to that employee. If the employee waives all benefits except life insurance, the cash total is \$506.10.
7. **Sick Leave:** Employees herein shall accrue sick leave at the same rate as the County's General Unit bargaining group as follows:

- A. Regular full-time and regular part-time employees shall earn and accrue paid sick leave in regular increments each pay period of employment up to a maximum of 96 hours per year.
- B. For employees on a voluntary reduced work schedule of 156.6 hours per month, they will accrue 8 hours sick leave per month up to a maximum of 96 hours per year.
- C. Unused sick leave shall accrue from year to year.
- D. Upon retirement only, an employee who has accrued a minimum of 500 sick leave hours **may**, upon request of the employee, be paid in cash for one-half of the number of accrued sick leave hours up to a maximum payoff of 500 hours, with the balance of unused sick leave going toward PERS service credit.

8. **Vacation Leave:** Employees herein shall earn and accrue paid vacation leave in accordance with the following provisions (All other terms and conditions shall be the same as the County's General bargaining group):

- A. **Years 1-9:** For the first through the ninth continuous years of service, vacation leave shall be earned and accrued at the rate of eight (8) hours of vacation leave for every 130.5 hours of service, which accrual shall be credited monthly. For employees on a voluntary reduced work schedule of 156.6 hours per month, they will accrue eight (8) hours of vacation leave for every 117.45 hours of service, which accrual will be credited monthly.
- B. **Years 10 Plus:** For the tenth and succeeding continuous years of service, vacation leave shall be earned and accrued at the rate of eight (8) hours of vacation leave for every 99.43 hours of service, which accrual shall be credited monthly. For employees on a voluntary reduced work schedule of 156.6 hours per month, they will accrue eight (8) hours of vacation leave for every 89.49 hours of service, which accrual shall be credited monthly.
- C. Employees will only be allowed to carry over a two (2) year vacation accrual maximum. Accrual of vacation leave shall cease when the maximum amount of vacation leave allowed has accrued and been unused by the employee, but shall recommence when the unused balance of an employee's accrued vacation leave is below the maximum allowed accrual.
- D. An employee may elect to be paid off in cash (up to 40 hours only); provided, however, that the criteria outlined in the Amador County Policies and Procedures Manual (Policy #2-230) has been met. An employee may elect to be paid off once a year at the end of the calendar year or at the end of the fiscal year.

9. **Holiday Leave:** Mid-Management employees will receive the same paid holiday leave as the County's General bargaining group. For employees taking the voluntary reduced work schedule of 156.6 hours per month, they will be paid eight (8) hours of holiday pay. Any difference in the number of hours used on that holiday can be taken from vacation leave. If vacation leave is not available, employees will be docked the difference in pay.

10. **Professional Leave:** Mid-Management Classifications listed below shall accrue up to five (5) days of professional leave each calendar year at the rate of 8 hours of professional leave for every 417.6 hours of service, credited monthly. For employees on a voluntary reduced work schedule of 156.6 hours per month, they will accrue up to five (5) days of professional leave each calendar year at a rate of 8 hours of professional leave for every 375.84 hours of service, credited monthly, subject to the following conditions:

- A. An employee may accrue professional leave up to a maximum amount equal to twice their current annual professional accrual rate. Accrual of professional leave shall cease when the maximum amount of professional leave allowed has accrued and been unused by the

employee, but shall recommence when the unused balance of an employee's accrued professional leave is below the maximum allowed accrual.

- B. Part-time employees will have the leave pro-rated based on the numbers of hours worked.
- C. If an eligible employee separates from County employment, said employee will not be paid in cash for any unused professional leave. However, if an eligible employee moves to another County employment classification which has no professional leave, said employee will be paid off in cash.
- D. An employee is required to have such leave approved by their agency/department head.
- E. An employee must prepare written documentation supporting their professional development leave and its relationship to their position.
- F. This leave is not intended to preclude the normal assignment of training or professional development hours required by the position and compensated as a normal part of expected functions.
- G. Eligible Classifications: Assistant County Counsel, Health Services Director and Deputy Director of Public Works Projects
- H. The purpose for this Professional Leave shall be to provide additional time for eligible employees to continue education as required to maintain necessary professional development levels.

11. **Employee Wellness Program**: The County agrees to provide up to \$100.00 per calendar year cost reimbursement to non-smoking Mid-Management employees who participate in an organized fitness program or organized weight-reduction program.

**EFFECTIVE DATE**

**Effective Date.** The effective date of changes for this Resolution shall be July 1, 2015.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 9th day of June, 2015 by the following vote:

- AYES: Brian Oneto, John Plasse, Richard M. Forster, Louis D. Boitano, and Lynn Morgan
- NOES: None
- ABSENT: None

  
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Brian Oneto, Chairman, Board of Supervisors

ATTEST:  
JENNIFER BURNS, Clerk of the  
Board of Supervisors, Amador County,  
California

  
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Deputy