



MEMORANDUM
OFFICE OF THE
COUNTY EXECUTIVE
COUNTY OF PLACER

TO: Honorable Board of Supervisors
FROM: Thomas M. Miller, County Executive Officer
Nancy Nittler, Personnel Director
By: Therese Leonard, Principal Management Analyst
DATE: September 9, 2008
SUBJECT: Amendment to the Memorandum of Understanding with the Placer Public Employee Organization Professional Unit for Probation Officer Classes

ACTION REQUESTED

It is recommended that 1) your Board approve the contract amendment to the current Memorandum of Understanding (MOU) with the Placer Public Employee Organization (PPEO) Professional Unit for Probation Officer classifications regarding salaries, benefits and rule changes beginning the first full pay period after adoption through June 30, 2011, and take the following additional action to implement certain provisions of the MOU Amendment: 2) adopt an un-codified salary ordinance amending the Probation Officer classification salaries, and 3) adopt two required CalPERS resolutions both implementing the employee retirement contribution at two different points in time.

BACKGROUND

Effective April 21, 2008 PPEO became the exclusive representative for "Probation Officer Classes", specifically Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer, within the Professional Unit. On May 27, 2008 your Board approved a Side Letter Agreement that provided implementation provisions to transfer the Probation Officer Classes to the PPEO Professional Unit for payroll and benefit processing. Unless otherwise provided for in the Side Letter, members of the Probation Officer Classes became subject to all rights, benefits, responsibilities and liabilities currently provided under the provisions of the PPEO Professional Unit MOU.

Your Board's negotiating team and the Placer Public Employee Organization (PPEO) negotiators have concluded discussions with a recommended agreement that amends the MOU for the Professional Bargaining Unit concerning Probation Officer Classes salaries and benefits covering a four-year contract term through June 30, 2011. The Probation Officer Classes have voted to ratify the amendment to the MOU and it is being submitted to your Board for final approval.

The amendment provides for a compensation package that will assist the County's recruitment efforts, encourages the retention of high-quality employees in a competitive labor market, and accomplishes a cost sharing for both health insurance premiums and retirement contributions. This

PPEO MOU Amendment – Probation Officer Classifications

September 9, 2008

Page 2

amendment will bring Probation Officer Classes in line with the labor market as the employees have gone without a wage increase for about 20 months.

Salary, benefit and other provisions for Probation Officer Classes include the following:

- Deputy Probation Officer I – Institution salaries shall be increased by 5% for an internal equity adjustment effective the first full pay period after adoption.
- One-time payment of \$3,500 to employees hired on or before February 1, 2007, or \$1,000 to employees hired after February 1, 2007. This payment is available only to employees in active service with the County at the time of payout and will not be counted as income for PERS retirement purposes.
- Equity salary increases of 13% effective the first full pay period after adoption; and the following equity adjustments of 3% February 13, 2010; and 2% February 12, 2011.
- Effective November 2008 and November 2009, salaries will be increased by an additional 3.5 to 5% based on the change in the California CPI for urban wage earners and clerical workers as per the existing MOU for the balance of PPEO represented units.
- Health insurance premium cost sharing with employees paying 10% of the premium cost and capping the County's employer contribution to PERSCare.
- Employees will pay 2% of the 9% CalPERS employee retirement contribution effective February 13, 2010.
- Employees designated by the Sheriff and Chief Probation Officer to work an undercover assignment will receive 5% additional pay.
- Various personnel rule changes affecting probationary periods, sick leave use at retirement, part-time employee benefit tiers, Tahoe Rural Health Subsidy and other terms and conditions of employment.

Attached is the MOU amendment for the PPEO Professional Unit, the implementing salary ordinance, and the required CalPERS resolutions for the employee retirement contribution.

FISCAL IMPACT

This recommended action is projected to cost \$1.2 million in FY 2008-09. The estimated contract cost for subsequent years are projected to incrementally increase by \$616,699 (year 2) and \$335,597 (year 3). Actual costs may be lower or higher depending upon employee vacancy rates, future health insurance premium costs, PERS retirement rate changes and other factors.

In the development of the County's FY 2008-09 Final Budget, given that labor negotiations had not yet been completed, estimated funding was set aside to meet anticipated Probation Officer Classes salary and benefit adjustments. However, the Probation Department is expected to seek economies to offset costs in excess of this budgeted amount. If necessary, a budget revision to cover these costs will be brought to the Board for action later in the fiscal year.

Attachments:

Ordinance authorizing the County to amend the Memorandum of Understanding with the Professional Unit represented by PPEO and Exhibit A: Professional Unit MOU Amendment
CalPERS Employer Paid Member Contributions Resolutions

258

**AMENDMENT TO THE
2006-2010
MEMORANDUM OF UNDERSTANDING
PLACER PUBLIC EMPLOYEES' ORGANIZATION (PPEO)
REPRESENTING THE
PROFESSIONAL UNIT**

This Memorandum of Understanding contains the results of conferences between the Negotiating Committee of the Placer County Board of Supervisors and the PLACER PUBLIC EMPLOYEE ORGANIZATION (PPEO), an exclusively recognized employee organization, in accordance with the provisions of the County Employer-Employee Relations Policy. It has been ratified by the membership of the PPEO, and adopted by the Placer County Board of Supervisors. This MOU represents a modification to the existing MOU which will expire June 30, 2010. The provisions within this amendment pertain solely to the Probation Officer series within the Professional Unit of PPEO, and will not be applicable to any other represented classification within that Unit or any other Unit.

Except as otherwise provided for in this Agreement, as of June 21, 2008, all rights, benefits, responsibilities and liabilities currently provided under the provisions of the PPEO Professional Unit MOU were implemented.

All additional items listed in this amendment shall become effective the first full pay period after adoption by the Board of Supervisors or on the date indicated herein.

1. TERM OF AGREEMENT

Beginning the first full pay period after adoption through June 30, 2011, unless otherwise noted herein.

2. SALARY INCREASES

- a) The following classifications shall receive a one-time payment of \$3,500 if the employee's hire date is on or before February 1, 2007 or \$1000 if the employee's hire date is after February 1, 2007: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer. This payment will not be PERSable and is available only to employees employed with and in active service with the County at the time of payout.
- b) Deputy Probation Officer I – Institution salaries shall be increased by five (5) percent for an internal equity adjustment.
- c) Salaries of the following classifications shall be increased by thirteen (13) percent: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer.
- d) Effective pay period 12, November 8, 2008 salaries of the following classifications shall be increased by an additional 3.5% to 5% based on the change in the California CPI for urban wages earners and clerical workers for the period from July 2007 to June 2008: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer. The PPEO Professional Unit MOU provision, paragraph 8d shall not apply to the classifications named herein.

- e) Effective pay period 12, November 7, 2009 salaries of the following classifications shall be increased by an additional 3.5% to 5% based on the change in the California CPI for urban wages earners and clerical workers for the period from July 2008 to June 2009: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer. The PPEO Professional Unit MOU provision, paragraph 8e shall not apply to the classifications named herein.
- f) Effective pay period 19, February 13, 2010 salaries of the following classifications shall be increased by three (3) percent: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer.
- g) Effective pay period 19, February 12, 2011 salaries of the following classifications shall be increased by two (2) percent: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer.

3. CaIPERS EMPLOYEE RETIREMENT CONTRIBUTION PICKUP

- a. Effective pay period 2, June 21, 2008 the County will continue to provide the Employer Paid Member Contribution of 9% of the employee retirement contribution for the following classifications: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer.
- b. Effective pay period 19, February 13, 2010 the County will provide an Employer Paid Member Contribution of 7% and the employees shall pay 2% of the total 9% employee retirement contribution for the following classifications: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer.

4. SICK LEAVE USE AT RETIREMENT

The County will continue to apply the sick leave provision contained in the DSA Consolidated MOU, paragraph 9.10 (a) & (b), and incorporate that provision into the PPEO Professional Unit MOU for the classifications of Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer, as follows:

- a. If requested by the employee, all or part of a represented employee' accumulated sick leave balance on record at the end of pay period 3, July 23, 2004 at 5:00 p.m., may be used to apply toward an early retirement on a day-for-day basis.. No sick leave earned beyond pay period 3, July 23, 2004 at 5:00 p.m. may be used to apply toward the early retirement benefit. Under this subsection, sick leave used to apply toward an early retirement shall not be subject to any additional vacation or sick leave accruals. However, if an employee's balance falls below the accumulated sick leave balance on record at the end of pay period 3, July 23, 2004 at 5:00 p.m., any additional hours earned after that date, up to the previous balance, may be used for the early retirement benefit: or
- b. All sick leave accrued prior to July 23, 2004 at 5:01 p.m. may be cashed out at the employee's option, in accordance with the following sick leave cash out schedule, and all sick leave earned beyond the balance on record of the first day of pay period 4, beginning July 23, 2004 at 5:01 p.m., will be cashed out as follows:

- i) 10 years of full time and continuous employment with Placer County equals a 50% cash out
- ii) Each additional year of full time and continuous employment with Placer County equals an additional 5% cash out up to a maximum of 100% of the accrued balance (twenty years).
- iii) The employee may choose to have the cash value of their sick leave hours deposited into their deferred compensation account(s); if their sick leave hours balance value is greater than the IRS annual deferred compensation limitations, the excess over the limitations will be cashed out.

5. PROBATIONARY PERIOD

All initial hires and permanent appointments from open or promotional eligible lists to positions in the classified service shall serve the probationary periods indicated:

Initial Hire into the Deputy Probation Officer Class Series:

<u>Classification</u>	<u>Period</u>
Deputy Probation Officer I	18 months
Deputy Probation Officer II	18 months
Senior Deputy Probation Officer	12 months
Supervising Deputy Probation Officer	12 months

Promotions to:

<u>Classification</u>	<u>Period</u>
Deputy Probation Officer I	18 months
Deputy Probation Officer II	6 months
Senior Deputy Probation Officer	12 months
Supervising Deputy Probation Officer	12 months

Time spent on leave of absence will not count toward the completion of the probationary period.

6. UNDERCOVER (SIU Duty)

An employee within the following classifications, designated by the Sheriff and the Chief Probation Officer to work an undercover assignment, shall receive 5% additional compensation: Deputy Probation Officer I & II, Senior Deputy Probation Officer, and Supervising Deputy Probation Officer.

7. LONGEVITY

Employees, who as of April 21, 2008, were eligible for and receiving 20 year and/or 10 year Longevity pay under the DSA MOU and Placer County Code section 3.12.060.B, will continue to receive said pay in a grandfathered status unless a different agreement is reached in the future. All other employees will follow the PPEO longevity provision.

8. OTHER

This amendment does not affect or amend any provisions of the PPEO Professional Unit MOU or its applicability to the Probation Officer class, except as expressly contained herein. This MOU amendment supersedes the May 27, 2008, Side Letter of Agreement entered into between the PPEO and the County regarding the Probation Officer class.

Nothing in this amendment to the MOU shall prohibit the Probation Officer classifications from bargaining for the same general wage increases granted to the Professional Bargaining Unit in the successor agreement to be negotiated in 2010.

COUNTY OF PLACER

Jim Holmes, Chairman, Board of Supervisors

Date

Thomas Miller, County Executive Officer

Nancy Nittler, Personnel Director

PLACER PUBLIC EMPLOYEES' ORGANIZATION

Chuck Thiel, Business Representative

Date

Sean Ferguson, Deputy Probation Officer Supervising - Field

David Coughran, Deputy Probation Officer Supervising - Field

Aaron Johnson, Deputy Probation Officer I - Field

Jesse Hamilton, Deputy Probation Officer Senior - Institutions

Before the Board Of Supervisors County of Placer, State of California

In the matter of: An ordinance amending the un-codified
Classified Service - Schedule of Classifications, Salary Plan
and Grade Ordinance for the Probation Officer Classification Series

Ordinance No.: _____

First Reading: _____

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:
Clerk of said Board

**THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, DOES
HEREBY ORDAIN AS FOLLOWS:**

The un-codified Classified Service- Schedule of Classifications, Salary Plan and Grade Ordinance are hereby amended as follows: (Additions to ordinance shown in bold and underline, deletions shown with strike-through.)

263

Section 1. That the un-codified Classified Service- Schedule of Classifications, Salary Plan and Grade Ordinance is hereby amended to read as follows:

CLASSIFIED SERVICE

ADMIN CODE	CLASSIFICATION TITLE	SALARY PLAN — APPENDIX	GRADE
14405	Deputy Probation Officer I - Institution	DSAS PROF	704 200
14406	Deputy Probation Officer I - Field	DSAS PROF	705 201
14407	Deputy Probation Officer II - Institution	DSAS PROF	705 201
14408	Deputy Probation Officer II - Field	DSAS PROF	706 207
14410	Deputy Probation Officer Senior - Institution	DSAS PROF	706 207
14411	Deputy Probation Officer Senior - Field	DSAS PROF	707 219
14412	Deputy Probation Officer Supervising - Institution	DSAS PROF	707 219
14413	Deputy Probation Officer Supervising - Field	DSAS PROF	709 231

Grade and Step Salary Schedule - 1/1/20

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
New code #	\$ amount				
200	20.6903 <u>17.7286</u>	21.7246 <u>18.6151</u>	22.8110 <u>19.5458</u>	23.9514 <u>20.5232</u>	25.1492 <u>21.5493</u>
201	<u>19.8684</u>	<u>20.8619</u>	<u>21.9049</u>	<u>23.0002</u>	<u>24.1502</u>
202	21.1752	22.2342	23.3462	24.5134	25.7389
204	21.7246	22.8110	23.9514	25.1492	26.4071
206	22.2342	23.3462	24.5134	25.7389	27.0260
207	<u>22.7450</u>	<u>23.8823</u>	<u>25.0764</u>	<u>26.3302</u>	<u>27.6467</u>
208	22.8110	23.9514	25.1492	26.4071	27.7270
210	23.3462	24.5134	25.7389	27.0260	28.3774
212	23.9514	25.1492	26.4071	27.7270	29.1139
214	24.5134	25.7389	27.0260	28.3774	29.7965
216	25.1492	26.4071	27.7270	29.1139	30.5692
218	25.7389	27.0260	28.3774	29.7965	31.2859

264

219	26.1046	27.4098	28.7803	30.2193	31.7303
220	26.4071	27.7270	29.1139	30.5692	32.0980
222	27.0260	28.3774	29.7965	31.2859	32.8502
224	27.7270	29.1139	30.5692	32.0980	33.7031
226	28.3774	29.7965	31.2859	32.8502	34.4928
228	29.1139	30.5692	32.0980	33.7031	35.3882
230	29.7965	31.2859	32.8502	34.4928	36.2178
231	30.0202	31.5212	33.0972	34.7521	36.4897
232	30.5692	32.0980	33.7031	35.3882	37.1571
234	31.2859	32.8502	34.4928	36.2178	38.0284
236	32.0980	33.7031	35.3882	37.1571	39.0154
238	32.8502	34.4928	36.2178	38.0284	39.9298
240	33.7031	35.3882	37.1571	39.0154	40.9660
242	34.4928	36.2178	38.0284	39.9298	41.9265
244	35.3882	37.1571	39.0154	40.9660	43.0144
246	36.2178	38.0284	39.9298	41.9265	44.0231
248	37.1571	39.0154	40.9660	43.0144	45.1653
250	38.0284	39.9298	41.9265	44.0231	46.2238
252	39.0154	40.9660	43.0144	45.1653	47.4237
254	39.9298	41.9265	44.0231	46.2238	48.5350
256	40.9660	43.0144	45.1653	47.4237	49.7944
258	41.9265	44.0231	46.2238	48.5350	50.9619
260	43.0144	45.1653	47.4237	49.7944	52.2845
262	44.0231	46.2238	48.5350	50.9619	53.5102
264	45.1653	47.4237	49.7944	52.2845	54.8982
266	46.2238	48.5350	50.9619	53.5102	56.1858
268	47.4237	49.7944	52.2845	54.8982	57.6436
270	48.5350	50.9619	53.5102	56.1858	58.9952
272	49.7944	52.2845	54.8982	57.6436	60.5262

Section 2. That this ordinance shall be effective at the beginning of the first full pay period following adoption (September 13, 2008).

Section 3. That this ordinance amendment is adopted as an un-codified ordinance.

265

**Before the Board Of Supervisors
County of Placer, State of California**

In the matter of: Adopting the CalPERS Resolution
 to pay 9% of the Employee
 Member Contributions for
 PPEO Professional Unit – Probation
 Officer Classifications

Resol.No: _____

Ord.No.: _____

First Reading: _____

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held September 9, 2008 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:
Clerk of said Board

WHEREAS, the governing body of the County of Placer has the authority to implement Government Code Section 20691;

WHEREAS, The governing body of the County of Placer has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

WHEREAS, One of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the County of Placer of a Resolution to commence said Employer Paid Member Contributions (EPMC);

Ado

WHEREAS,

The governing body of the County of Placer has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of Placer Public Employees Organization Professional Unit - Probation Officer Classifications of Probation Officer I, II, Senior and Supervising
- This benefit shall consist of paying nine (9) Percent of the normal member contributions as EPMC.
- The effective date of this Resolution shall be June 21, 2008.

RESOLVED

That the governing body of the County of Placer elects to pay EPMC as set forth above.

Adopted at a regular meeting of the Placer County Board of Supervisors at Auburn, California this 9th day of September 2008.

**Before the Board Of Supervisors
County of Placer, State of California**

In the matter of: Adopting the CalPERS Resolution
 To pay 7% of the 9% the Employee
 Member Contributions for
 PPEO Professional Unit – Probation
 Officers effective February 13, 2010

Resol.No: _____

Ord.No.: _____

First Reading: _____

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held September 9, 2008 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:
Clerk of said Board

WHEREAS, the governing body of the County of Placer has the authority to implement Government Code Section 20691;

WHEREAS, The governing body of the County of Placer has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

WHEREAS, One of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the County of Placer of a Resolution to commence said Employer Paid Member Contributions (EPMC);

268

WHEREAS,

The governing body of the County of Placer has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of Placer Public Employees Organization Professional Unit - Probation Officer Classifications of Probation Officer I, II, Senior and Supervising
- This benefit shall consist of paying seven (7) Percent of the normal member contributions as EPMC.
- The effective date of this Resolution shall be February 13, 2010.

RESOLVED

That the governing body of the County of Placer elects to pay EPMC as set forth above.

Adopted at a regular meeting of the Placer County Board of Supervisors at Auburn, California this 9th day of September 2008.

269

