



MEMORANDUM

COUNTY EXECUTIVE OFFICE

DATE: January 26, 2016
TO: Honorable Board of Supervisors
FROM: David Boesch, County Executive Officer
SUBJECT: Department Head and Management Employee Compensation

ACTION REQUESTED

Introduce un-codified ordinances to adjust salaries for elected and appointed department heads and management employees, effective the first full pay period after adoption or on the date indicated in the ordinance.

BACKGROUND

Placer County currently employs approximately 241 management staff; including 6 elected department heads, 13 appointed department heads, 29 safety managers and 193 classified and unclassified managers. The *Placer County Employer-Employee Relations Policy* defines a management employee as one that has responsibility for formulating, administering or managing the implementation of County policies and programs. Placer County's management employees are unrepresented and, as such, are not affiliated with an employee organization.

A general wage increase of 2% to the base hourly rate is recommended for elected and appointed department heads, and management employees. As a point of reference, employees represented by the Placer Public Employees Organization received a 2% wage increase in December 2015; and wage increases for safety classifications covered by Measure F will be presented to your Board next month.

Placer County is committed to recruiting, hiring and retaining a highly qualified workforce to provide exceptional service to its residents. In keeping with this commitment, a cross-departmental sub-committee of managers will be formed to develop a formal and comprehensive compensation philosophy pertaining to management and executive staff for Board approval.

It is anticipated that a fully vetted compensation philosophy will be completed prior to July 2016 and will:

- ✓ Link and align the County's Vision, Mission, Core Values and Strategic Goals to its compensation practices.
- ✓ Support current and future talent management and workforce improvement initiatives in areas such as training, retention, diversity and recruitment
- ✓ Help prioritize compensation choices to make effective use of fiscal resources
- ✓ Provide a vehicle for educating employees and communicating the County's values and expectations as they pertain to compensation

FISCAL IMPACT

Recommended wage adjustments of approximately \$220,000 for elected and appointed department heads and management employees for the remainder of FY 2015-16 will be absorbed by departments within their current appropriations. The total annual cost for the recommendation would not be realized until FY 2016-17 and is estimated at \$713,000.

Attachments:

Un-codified Ordinances implementing a salary adjustment for elected department heads, appointed department heads and management employees.

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

In the matter of: AN ORDINANCE AMENDING

Ordinance No: _____

An Un-codified Ordinance Related to the Compensation and Benefits for Elected Department Heads

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:

That this uncodified Ordinance modifies provisions relating to salaries, compensation and benefits of elected department heads as set out below. This ordinance shall not be codified.

1. Wage Adjustment

Effective pay period 21, beginning March 19, 2016, pay date April 15, 2016, elected department heads shall receive a general wage increase of two percent (2%) to their base hourly rate.

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

In the matter of: AN ORDINANCE AMENDING

Ordinance No: _____

An Un-codified Ordinance Related to the Compensation and Benefits for Classified and Unclassified Management Employees

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:

That this uncodified Ordinance modifies provisions relating to salaries, compensation and benefits of classified and unclassified management employees, as set out below. This ordinance shall not be codified.

1. Wage Adjustment

Effective pay period 19, beginning February 20, 2016, pay date March 18, 2016, management (classified and unclassified) employees, shall receive a general wage increase of two percent (2%) to their base hourly rate.

This base hourly rate adjustment will not apply to safety management classifications that are covered by Measure F or associated with Measure F wage increases.