

ORDINANCE NO 10263(NEW SERIES)AN ORDINANCE AMENDING THE COMPENSATION ORDINANCE
AND ESTABLISHING COMPENSATION

The Board of Supervisors of the County of San Diego ordains as follows:

Section 1. Appendix One of the Compensation Ordinance is hereby amended by establishing compensation for classes designated AM, AS, CC, CS, DA, DI and DM effective June 28, 2013 and for AM, AS, CC, CR, CS, DA, DI, and DM, effective December 27, 2013.

Section 2. Appendix One of the Compensation Ordinance is hereby amended by establishing twelve (12) month probation periods for CR, DA, DI, and DM classes designated below, effective June 28, 2013.

<u>Job Code</u>	<u>Job Code Title</u>	<u>Probation Period</u>
005884	Building Maintenance Eng	12
005905	Carpenter	12
005920	Electrician	12
005923	Sr Electrician	12
005930	Mason	12
005940	Painter	12
005950	Plumber	12
005953	Sr Plumber	12
005960	Air Conditioning & Refrig Mech	12
005963	Sr Carpenter	12
005967	Sr Painter	12
005970	Sign Painter	12
006025	Road Structures Worker I	12
006026	Road Structures Worker II	12
006027	Road Structures Worker III	12
006150	Telecommunications Tech II	12
006151	Telecommunications Tech I	12
006152	Telecommunications Tech Tr	12
006160	Traffic Signal Coordinator	12
006161	Electronic Security & Sys Tech	12
006180	Welder	12
006200	Building Maintenance Eng Asst	12
006204	Carpenter Assistant	12
006230	Plumber Assistant	12
003925	Dep District Attorney V	12
003926	Dep District Attorney IV	12
003927	Dep District Attorney III	12
003928	Dep District Attorney II	12
005753	Dist Atty Investigator IV	12
005754	Dist Atty Investigator III	12
005755	Dist Atty Investigator II	12
005759	Dist Atty Investigator V	12

Section 3. Section 1.4.3 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.4.3: ADVANCEMENT WITHIN RANGE: BIWEEKLY RATE EMPLOYEES.

- (a) Employed before July 1, 1974. Persons employed as of June 30, 1974, paid at a biweekly rate, having an appointment as a result of blanketing-in, suspension of competitive examination, or certification from an eligible list, who have served in class for at least twenty-six (26) weeks at Step 1, 2, 3, or at least fifty-two (52) weeks at Steps 4, 5, or 6, shall advance on the first day of the next succeeding biweekly pay period to the next higher step within the range prescribed herein for the class. This provision shall apply as long as the employee has unbroken service, even though the employee may change class.
- (b) Employed between July 1, 1974 and June 27, 2013. Except for employees in eligible classes listed in (c) below, persons appointed between July 1, 1974 and June 27, 2013 paid at a biweekly rate, having an appointment as a result of suspension of competitive examination, or certification from an eligible list, and who have served in class for at least twenty-six (26) weeks at Step 1, or at least fifty-two (52) weeks at Step 2, 3, 4, 5, 6, 7 and 8 shall advance on the first day of the next succeeding biweekly pay period to the next higher step within the range prescribed herein for the class.
- (c) Employed June 28, 2013 or subsequently. Persons appointed on June 28, 2013 or subsequently, paid at a biweekly rate, having an appointment as the result of suspension of competitive examination, or certification from an eligible list, and who have served in class for at least the number of hours equivalent to fifty-two (52) weeks of full-time service at any step in the range shall advance on the first day of the next succeeding biweekly pay period to the next higher step within the range prescribed for the class.

Eligible Classes: Classes designated AM, AS, CR, DA, DI, and DM

Section 4. Section 1.4.4 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.4.4: ADVANCEMENT WITHIN RANGE: HOURLY RATE EMPLOYEES.

- (a) Employed Before July 1, 1974. Persons employed as of June 30, 1974, paid at an hourly rate, having an appointment as a result of blanketing-in, suspension of competitive examination, or certification from an eligible list, who have served in class for at least twenty-six (26) weeks at Step 1, 2, 3, or at least fifty-two (52) weeks at Steps 4, 5, or 6, shall advance on the first day of the next succeeding biweekly pay period to the next higher step within the range prescribed herein for the class. This provision shall apply as long as the employee has unbroken service, even though the employee may change class.
- (b) Employed between July 1, 1974 and June 27, 2013. Except for employees in eligible classes listed in (c) below, persons appointed between July 1, 1974 and June 27, 2013 paid at an hourly rate, having an appointment as a result of suspension of competitive examination, or certification from an eligible list, and who have served in class for at least twenty-six (26) weeks at Step 1, or at least fifty-two (52) weeks at Step 2, 3, 4, 5, 6, 7 and 8 shall advance on the first day of the next succeeding biweekly pay period to the next higher step within the range prescribed herein for the class.
- (c) Employed June 28, 2013 or subsequently. Persons appointed on June 28, 2013 or subsequently, paid at an hourly rate, having an appointment as the result of suspension of competitive examination, or certification from an eligible list, and who have served in class for at least the number of hours equivalent to fifty-two (52) weeks of full-time service at any step in the range shall advance on the first day of the next succeeding biweekly pay period to the next higher step within the range prescribed for the class.

Eligible Classes: Classes designated AM, AS, CR, DA, DI, and DM

(d) Equivalent Hours. For the purposes of this section, the equivalent number of hours are:

Biweekly Schedule	26-Week Schedule	52-Week Schedule
80 hours	1040 hours	2080 hours
84 hours	1092 hours	2184 hours
85 hours	1105 hours	2210 hours
144 hours	1872 hours or 72 24-hr. days	3774 hours or 156 24-hr. days
10 24-hr. days	3120 hours or 130 24-hr. days	6240 hours or 260 24-hr. days

Section 5. Section 1.5.1 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.5.1: WORK PERIODS.

(d) Non-Standard Work Period/Irregular and Fluctuating Work Schedules. For employees in eligible classes, non-standard work periods, irregular and fluctuating schedules are defined below:

- (1) The appointing authority shall have the discretion to authorize employees to work a non-standard work period. The decision by the appointing authority to approve a non-standard work period shall be on a case-by-case basis, and such non-standard work period shall further the interests of the County to provide available, timely, and quality services.

Eligible Classes: Classes designated CC and CS.

- (2) The Appointing Authority may, in its sole discretion, implement and/or grant alternative work schedules. The decision to continue such alternative work schedule shall be based on operational necessity and may be cancelled by the Appointing Authority at any time. This provision shall not be subject to the grievance procedure. In the event the Department decides to abolish, establish, or change alternate work schedule programs, the Department shall inform the affected employees at least ten (10) calendar days prior to taking such action.

Eligible Classes: Classes designated DI and DM

- (3) For employees in exempt classes, overtime designator "E", when a mutually-agreeable irregular work schedule is adopted as the employee's routine work schedule, and such schedule results in the employee working more, or less, than forty (40) hours in a week, but which schedule totals eighty (80) hours in a biweekly pay period, the hours worked in the weeks which exceed forty (40) hours shall not be considered overtime.
- (4) Fluctuating Schedules. This provision shall apply to Class 5790, Sheriff's Sergeant, and Class 5780, Sheriff's Lieutenant, only. A schedule other than the normal eight and one-half (8-1/2) hours a day in a fourteen (14) day work period may be established provided that the schedule does not exceed eighty-five (85) hours in the fourteen (14) day work period with approval of the schedule by the Chief Administrative Officer. In those cases where the employee and the department agree to a routinely scheduled, flexible work schedule which results in more than forty-two and one-half (42-1/2) hours being worked in one week and less than forty-two and one-half (42-1/2) hours being worked in the subsequent work period, the hours in the week forty-two and one-half (42-1/2) shall not be eligible for compensatory time off compensation unless the total number of hours worked in the work period exceed eighty-five (85). The provisions of subsection (c)(4) (Work Period) above

shall not apply to changes made to mutually agreed to irregular schedules and shift assignments where the change has also been agreed to.

Section 6. Section 1.6.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.2: OVERTIME AND FLSA/NON-FLSA COMPENSATORY TIME.

(g) Method of Calculation

(3) Exclusion of Leave from Hours Actually Worked for Overtime Purposes.

- (a) Classes Designated AE, CL, DI, DM, FS, MM, PR, PS and SS. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, holiday, jury duty, reporting for a draft board, compensatory time off or the investigation, preparation or presentation of a grievance, or other release time granted for an employee to engage in lawful employee organization activity, or unpaid work furlough or any other paid or unpaid time off which may be infrequent, sporadic or unpredictable, shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation. MM classes listed in the chart above are eligible for Holidays to count as time worked (See chart: 1.6.2(g)(4)(h) below: Hours Counted as Hours Worked for Overtime Purposes Non-Exempt Employees.)
- (b) Classes Designated CM and CR. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, jury duty, reporting for a draft board, compensatory time off or the investigation, preparation or presentation of a grievance, or other release time granted for an employee to engage in lawful employee organization activity, or unpaid work furlough or any other paid or unpaid time off which may be infrequent, sporadic or unpredictable, shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.
- (c) Classes Designated HS. Any absence including, but not limited to, paid sick leave, disability leave, vacation, holiday, jury duty, reporting for a draft board, compensatory time off or the investigation, preparation or presentation of a grievance, or other release time granted for an employee to engage in lawful employee organization activity, or unpaid work furlough or any other paid or unpaid time off which may be infrequent, sporadic or unpredictable, shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.
- (d) Classes Designated PO and SO. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, holiday, jury duty, reporting for a draft board, compensatory time off, or unpaid work furlough or any other paid or unpaid time-off which may be infrequent, sporadic or unpredictable shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.
- (e) Classes Designated RN. Any absence including, but not limited to, paid sick leave, disability leave, vacation, holiday, reporting for a draft board, compensatory time off or the investigation, preparation or presentation of a grievance, or other release time granted for an employee to engage in lawful employee organization activity, or unpaid work furlough or any other paid or unpaid time off which may be infrequent, sporadic or unpredictable, shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.
- (f) Classes Designated SW. Any absence including, but not limited to, paid sick leave, disability leave, bereavement leave, vacation, holiday, jury duty, reporting for a draft board, compensatory time off, or unpaid work furlough or any other paid or unpaid time-off which may be infrequent, sporadic or unpredictable shall not be counted as hours actually worked during a work period when establishing eligibility for any type of overtime compensation.

(4) Hours Counted as Time Worked for Overtime Purposes.

- (a) For employees in classes designated CE, CEM, MA, paid leave, holidays and compensatory time off shall count as hours worked for overtime purposes.

- (b) For employees in classes designated PO, SO and SW, investigation, preparation or presentation of a grievance and authorized release time for negotiations shall count as hours worked for overtime purposes.
- (c) For employees in classes designated DS, sick leave, bereavement leave, vacation, and holidays, compensatory time off and any other paid time off shall count as hours worked for overtime purposes.
- (d) For employees in classes designated HS, bereavement leave shall count as hours worked for overtime purposes.
- (e) For employees in classes designated CM or CR, and for classes 7069 - Wastewater Plant Operator III, 5885 - Building Maintenance Supervisor, 5900 - Sheriff's Supervising Heli/Air Mechanic, 6163 - Sr. Electronic Security & Systems Technician, 6149 - Telecommunications Technician III, holidays shall count as hours worked for overtime purposes.
- (f) For employees in classes designated RN, jury duty and bereavement leave shall count as hours worked for overtime purposes.
- (g) The following shall count as hours worked for overtime purposes for nonexempt employees in classes designated below:

Section 7. Subsection (l) of 1.6.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.2: OVERTIME AND FLSA/NON-FLSA COMPENSATORY TIME.

(1) Cash Pay Off of Compensatory Time Off Balances.

(2) Cash Pay Off of Compensatory Time Summary.

Union Code	O/T Code	Cash Pay Off of Compensatory Time Balances Summary								
		Termination			Layoff			Death		
		FLSA Hours	Non-FLSA Hours	Floating Holiday Hours	FLSA Hours	Non-FLSA Hours	Floating Holiday Hours	FLSA Hours	Non-FLSA Hours	Floating Holiday Hours
AE, CE, CEM, CL, CM, CR, DS, FS, HS, MA, MM, PR, PS, RN, SS, SW	N	All	Subject to CAO Approval	0	All	40	0	All		0
PO, SO		All		0	All	40	0	All	0	0
DI, DM		All		All	All	All	All	All		All
DS		All		0	All	40	0	All		0
CEM, MA, PR, MM	E	All	0	0	All	40	0	All	40	0
SM		N/A	0	0	N/A	40	0	N/A	40	0
AM, AS, CC, CS, DA, EM, NA, NE, NM, NS, PD, PM, UM	X	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

Notes:
1. FLSA hours are always paid off upon separation from service.
2. N/A - Classifications in that union code cannot accrue hours in that comp time bucket.

Section 8. Section 1.6.4 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.4: STANDBY.

(c) **Standby Compensation.**

- (1) **Normal Standby Duty.** Employees in eligible classes listed below shall be paid the equivalent of one (1) hour compensation for each normal standby shift, provided such shift is no longer than the employee's normal workday. A normal workday is defined as at least eight (8) hours.

Eligible Classes:

5792 Supervising Medical Examiner Investigator,
and classes designated AE, CL, CM, CR, DI, DM, FS, HS, MM, PR, PS, RN, SS and SW;
classes designated CE or CEM with a biweekly rate of pay which, at the top step, does not exceed \$2,144.00.

- (2) **Critical Standby Duty.** Employees in eligible classes listed below shall be paid the equivalent of two (2) hours compensation for each "critical" standby shift, provided such shift is no longer than the employee's normal workday. A normal workday is defined as at least eight (8) hours.

Eligible Classes:

5792 Supervising Medical Examiner Investigator,
and classes designated AE, CL, CM, CR, FS, HS, MM, PR, PS, RN, SS and SW; classes
designated CE or CEM with a biweekly rate of pay which, at the top step, does not exceed \$2,144.00.

- (3) Standby duty for eligible classes listed above in (1) and (2) shall not count as time worked, except to the extent that an employee is required to, and does, actually return to a work place and perform actual service. Employees assigned to standby shall not be entitled to call-back work compensation, unless otherwise specifically provided under the call-back provisions.

Section 9. Section 1.12.11 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.12.11: EDUCATIONAL/SECURITY STIPEND. Eligible employees in the AM, AS and DA units shall receive an annual two thousand dollars (\$2,000) stipend for professional and security expenses. The County shall, on the payday for Payroll 03 of each year, pay such a stipend, included within the payroll check for that time period, to employees who are in job classifications in the AM, AS, and DA units in Payroll 02 of that year.

Section 10. Section 1.12.12 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.12.12: ANNUAL PROFESSIONAL STIPEND. Eligible employees in the Deputy County Counsel classifications shall receive an annual one thousand and five hundred dollars (\$1,500) stipend for professional expenses. The County shall, on the payday for Payroll 05 of each year, pay such a stipend to employees who are in job classifications in the CC and CS units in Payroll 04 of that year.

Section 11. Section 1.12.13 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.12.13: EDUCATIONAL/PROFESSIONAL STIPEND. Eligible employees shall receive an annual seven hundred and seventy dollars (\$770) stipend for professional expenses. The County shall, on the payday for Payroll 03 of each year, pay such a stipend to employees who are in job classifications in the PD and PM units in Payroll 02 of that year.

Section 12. Section 1.12.15 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.12.15: ASE CERTIFICATION/PREMIUM.

- (a) ASE Certification Testing. Employees in the eligible class shall be paid one-half of the cost of testing for ASE Certifications upon furnishing satisfactory evidence that he/she passed the ASE Certification.

Eligible Class:

6103 Fleet Technician

- (b) ASE Premium. Employees in the eligible class shall be paid twenty-five cents (\$0.25) per hour for each ASE Certification obtained through the ASE Certification process. The maximum number of ASE certifications will be twelve (12) for a maximum premium of \$3.00/per hour.

Eligible Class:

6103 Fleet Technician

Section 13. Subsection (a) of Section 1.13.10 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.13.10: WORK EQUIPMENT AND ARTICLES.

- (a) Hard Toe Shoes/Non-slip Safety Shoes:

- (1) Employees in the following classes shall be reimbursed:

One hundred dollars (\$100) upon proof of purchase of departmental approved hard-toe shoes or non-slip safety shoes. If hard-toe shoes or non-slip safety shoes are deemed appropriate by the department for employees in other classes, these employees shall also be reimbursed. Employees may accrue up to three (3) years' worth of reimbursement for the purchase of safety footwear. Employees who do not spend one hundred dollars (\$100) in the previous fiscal year shall have up to two hundred dollars (\$200) available in the second year. Employees who do not spend one hundred dollars (\$100) in each of the two (2) previous fiscal years shall have up to three hundred dollars (\$300) available in the third year. Maintenance after purchase and reimbursement will be the responsibility of the employee. A portion of the reimbursement allowance can also be used for shoe repair.

- (a) Hard Toe Shoes.

Eligible Classes:

2660	Storekeeper
2664	Pharmacy Stock Clerk (Jail)
2666	Property & Salvage Worker
2667	Sr Property & Salvage Worker
2713	Sheriff's Property & Evidence Specialist II
4260	Pharmacy Technician (Jail Pharmacies only)
5785	Sheriff's Property Investigators
5787	Sheriff's Property & Evidence Manager
5793	Sheriff's Property & Evidence Custodian
6019	Road Crew Supervisor
6035	Equipment Operator
6036	Senior Equipment Operator
6305	Gardener
6310	Supervising Gardener

Eligible Classes:

6345	Senior Park Maintenance Worker
6347	Park Maintenance Worker
7068	Wastewater Facilities Supervisor
7069	Wastewater Plant Operator III
7070	Wastewater Plant Operator II
7071	Wastewater Plant Operator I
7083	Sewer Construction & Maintenance Worker
7515	Stores Delivery Driver
7518	Public Works Trainee
7540	Construction & Services Worker

(b) Non Slip Safety Shoes.

Eligible Classes:

4230	Veterinary Pathologist
4317	Disease Research Scientist
4318	Histology Technician
4319	Senior Histology Technician
5710	Registered Veterinary Technician

And classes designated: AE, CL, CM, FS, MM, PR or PS when deemed appropriate by the department.

(2) Employees in the following classes shall be issued a voucher for:

One hundred fifty five dollars (\$155) upon proof of purchase of departmental approved hard-toe shoes or non-slip safety shoes. Employees may accrue up to three (3) years' worth of reimbursement for the purchase of safety footwear. Employees who do not spend one hundred fifty-five dollars (\$155) in the previous fiscal year shall have up to three hundred ten dollars (\$310) available in the second year. Employees who do not spend one hundred fifty-five dollars (\$155) in each of the two (2) previous fiscal years shall have up to four hundred sixty-five dollars (\$465) available in the third year. Maintenance after purchase and reimbursement will be the responsibility of the employee. A portion of the reimbursement allowance can also be used for shoe repair or for the purchase of inserts.

Eligible Classes: Classes designated CR

Section 14. Subsection (b) of Section 1.13.11 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.13.11 – SAFETY GLASSES.

- (b) Upon satisfying the criteria in (a) 1, 2 and 3 above, the County will reimburse the employee for a pair of basic safety glasses as follows:
- (1) Frames: Selected by the employee.
 - (2) Lenses: Single, bifocal, trifocal and/or occupational lenses as required by prescription.
 - (3) Lenses: Polycarbonate shall be the standard. However, plastic or glass lenses may be approved by the department on a case-by-case basis if required by the prescription.
 - (4) Abrasion resistant coating and ultraviolet protection.
 - (5) Permanent side shields.

- (6) Progressive, transition or polarized lenses, tinting, anti-fog coating or anti-reflective coating will be approved only if required by the prescription.
- (7) Welding Hood: Prescription lenses may be fitted in the hood in lieu of regular prescription glasses.
- (8) (a) One pair of glasses per year not to exceed two hundred dollars (\$200) per year. The annual two hundred dollars (\$200) may be accumulated over any three-year period to a maximum of six hundred dollars (\$600).

Eligible Classes:

Classes designated CM and the following MM classes:

3074	Senior Mail Clerk Driver
7069	Wastewater Plant Operator III
5885	Building Maintenance Supervisor
5900	Sheriff's Supervising Heli/Air Mechanic
6149	Telecommunications Technician III
6163	Sr Electronic Security & Systems Technician

- (b) One pair of glasses per year not to exceed four hundred dollars (\$400) per year. The annual four hundred dollars (\$400) may be accumulated over any three-year period to a maximum of twelve hundred dollars (\$1,200).

Eligible Classes: Classes designated CR

Section 15. Section 2.1.7 of the Compensation Ordinance is hereby added to read as follows:

SECTION 2.1.7: LUMP SUM PAYMENTS FISCAL YEAR 2013/2014.

- (a) Effective pay-period one (1) in Fiscal Year 2013/2014. A one-time lump sum payment of 2% of individual annualized compensation shall be paid to all regular employees in eligible classes listed below in addition to the regular compensation for work performed during the payout pay period.
 - (1) Eligibility. All regular employees in eligible classes listed below who have paid service during pay-period 26 of Fiscal Year 2012/2013 (June 14, 2013 to June 27, 2013).

Eligible Classes. All classes designated: AM, AS, CC, CR, CS, and DA.
 - (2) Payroll Calculation. Such one-time payment of 2% annualized compensation shall:
 - (a) Be subject to normal deductions;
 - (b) Not modify the salary base or computations of premiums or bonuses;
 - (c) Not continue beyond Fiscal Year 2013/2014.
 - (3) Conditions. This payment is made unconditionally to all eligible employees and is not related to the quality or quantity of the employee's past or future service.
 - (4) Payment Date. This payment shall be made on July 19, 2013.
- (b) Effective pay-period one (1) in Fiscal Year 2013/2014. A one-time lump sum payment of \$250.
 - (1) Eligibility. All regular employees in eligible classes listed below who have paid service during pay-period 26 of Fiscal Year 2012/2013 (June 14, 2013 to June 27, 2013).

Eligible Classes. All classes designated: CR
 - (2) Payroll Calculation. Such one-time payment of \$250 shall:

- (a) Be subject to normal deductions;
 - (b) Not modify the salary base or computations of premiums or bonuses;
 - (c) Not continue beyond Fiscal Year 2013/2014.
- (3) Payment Date. This payment shall be made on July 19, 2013.

Section 16. Section 2.1.8 of the Compensation Ordinance is hereby added to read as follows:

SECTION 2.1.8: LUMP SUM PAYMENTS FISCAL YEAR 2014/2015.

- (a) Effective pay-period one (1) in Fiscal Year 2014/2015. A one-time lump sum payment of 2% of individual annualized compensation shall be paid to all eligible County employees in addition to the regular compensation for work performed during the payout pay period.
- (1) Eligibility. All regular employees in eligible classes listed below who have paid service during Pay Period 26 of Fiscal Year 2013/2014 (June 13, 2014 to June 26, 2014).
- Eligible Classes. All classes designated AM, AS, CC, CR, CS, and DA.
- (2) Payroll Calculation. Such one-time payment of 2% annualized compensation shall:
- (a) Be subject to normal deductions;
 - (b) Not modify the salary base or computations of premiums or bonuses;
 - (c) Not continue beyond Fiscal Year 2014/2015.
- (3) Conditions. This payment is made unconditionally to all eligible employees and is not related to the quality or quantity of the employee's past or future service.
- (4) Payment Date. This payment shall be made on July 18, 2014.

Section 17. Subsection (d)(3) of 4.2.6 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.6: MILITARY LEAVE.

- (d) Anti-Terrorist Campaign Leave Provisions.
- (3) Duration. This leave is provided as temporary relief from financial hardship due to loss of pay and benefits for employees on active military duty as a direct result of the September 11, 2001 attacks on the World Trade Center and Pentagon. This paid leave shall cease on the date the employee officially is released from the active military duty, or on:
- (a) December 31, 2013, whichever occurs earlier.
Eligible Classes: Classes designated AE, CE, CEM, CL, CM, DS, EM EO FS, HS, MA, NA, NE, NM, NS, MM, PD, PM, PO, PR, PS, RN, SM, SO, SS, SW and UM
 - (b) June 25, 2015, whichever occurs earlier.
Eligible Classes: Classes designated AM, AS, CC, CR, CS, DA, DI, and DM

Section 18. Subsections (b) and (d) of section 4.2.12 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.12: ADMINISTRATIVE LEAVE.

(b) Eligibility. Employees in classes designated AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, DI, DS, DM, EM, FS, HS, MA, MM, NA, NE, NM, NR, NS, PD, PM, PO, PR, PS, RN, SM, SO, SS, SW and UM are eligible for administrative leave.

(d) Duration.

(1) Administrative leave may be authorized for up to ten (10) work days for each occurrence. At the request of the appointing authority and when more time is needed to complete an investigation, up to twenty (20) additional work days may be authorized, and may be extended beyond a total of twenty (20) work days in cases of criminal investigations by law enforcement agencies or pending Skelly hearings, upon approval of the Director; provided, however, that the duration of administrative leave shall not continue beyond the day the appointing authority determines, through an investigation, that the employee's absence is no longer essential.

Eligible Classes: Classes designated AE, CE, CEM, CL, CM, DS, EM FS, HS, MA, MM, NA, NE, NM, NS, PD, PM, PO, PR, PS, RN, SM, SO, SS, SW and UM.

(2) Administrative leave may be authorized for up to ten (10) working days for each occurrence and may be extended for additional working days if more time is needed to complete the investigation, subject to the approval of the Director. The duration of administrative leave shall not continue beyond the day the appointing authority determines, through an investigation, that the employee's absence is no longer essential.

Eligible Classes: Classes designated AM, AS, CC, CR, CS, DA, DI, and DM

Section 19. Subsection (d) of section 5.1.6 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.1.6: FLEXIBLE BENEFITS PLAN.

(d) County Contributions Toward Flexible Benefit Plan. Insurance premium costs shall be borne by the employee excepting that the County shall make the following contribution toward the Flexible Benefits Plan (which includes health insurance). The employee's insurance premium costs will be reduced by the amount the employee elects to distribute to his or her insurance premium costs from the County's contribution toward the Flexible Benefits Plan. The County's contribution toward the Flexible Benefits Plan shall be:

(1) Employees in classes designated EM, EO, NA, NE, and UM under the UCL Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 531.00
Employee + 1 Dependent	756.00
Employee + 2 or More Dependents	1,040.00

(2) Employees in classes designated CE under the CNM and CEM, MA, and NM under the MGT Benefit Programs.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 483.00
Employee + 1 Dependent	708.00
Employee + 2 or More Dependents	989.00

- (3) Employees in classes designated under the SW Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 441.00
Employee + 1 Dependent	658.00
Employee + 2 or More Dependents	939.00

- (4) Employees in classes designated CL, CM, FS, and HS.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 421.00
Employee + 1 Dependent	627.00
Employee + 2 or More Dependents	899.00

- (5) Employees in classes designated DS and SM under the SHRF Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$390.00
Employee + 1 Dependent	597.00
Employee + 2 or More Dependents	870.00

<u>Effective January 1, 2014:</u>	<u>Monthly</u>
Employee Only	\$442.00
Employee + 1 Dependent	658.00
Employee + 2 or More Dependents	944.00

- (6) Employees in classes designated DI and DM under the DAI Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 478.00
Employee + 1 Dependent	687.00
Employee + 2 or More Dependents	962.00

<u>Effective January 1, 2014:</u>	<u>Monthly</u>
Employee Only	\$ 502.00
Employee + 1 Dependent	721.00
Employee + 2 or More Dependents	1,010.00

<u>Effective January 1, 2015:</u>	<u>Monthly</u>
Employee Only	\$ 527.00
Employee + 1 Dependent	771.00
Employee + 2 or More Dependents	1,101.00

- (7) Employees in classes designated CC and CS under the CC Benefit Program; AM, AS and DA under the DA Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 455.00
Employee + 1 Dependent	658.00
Employee + 2 or More Dependents	930.00

<u>Effective January 1, 2014:</u>	<u>Monthly</u>
Employee Only	\$ 478.00
Employee + 1 Dependent	691.00
Employee + 2 or More Dependents	977.00

<u>Effective January 1, 2015:</u>	<u>Monthly</u>
Employee Only	\$ 502.00
Employee + 1 Dependent	739.00
Employee + 2 or More Dependents	1,065.00

- (8) Employees in classes designated PD and PM under the PD Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 455.00
Employee + 1 Dependent	658.00
Employee + 2 or More Dependents	930.00

- (9) Employees in classes designated under the SO Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 483.00
Employee + 1 Dependent	708.00
Employee + 2 or More Dependents	989.00

- (10) Employees in classes designated under the PO Benefit Program.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 421.00
Employee + 1 Dependent	627.00
Employee + 2 or More Dependents	899.00

- (11) Employees in classes designated AE, MM, PR, PS, RN and SS.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 421.00
Employee + 1 Dependent	627.00
Employee + 2 or More Dependents	899.00

- (12) Employees in classes designated CR.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 421.00
Employee + 1 Dependent	627.00
Employee + 2 or More Dependents	899.00

<u>Effective January 1, 2014:</u>	<u>Monthly</u>
Employee Only	\$ 442.00
Employee + 1 Dependent	658.00
Employee + 2 or More Dependents	944.00

<u>Effective January 1, 2015:</u>	<u>Monthly</u>
Employee Only	\$ 464.00
Employee + 1 Dependent	704.00
Employee + 2 or More Dependents	1,029.00

(13) Employees in classes designated NS.

<u>Effective January 1, 2013:</u>	<u>Monthly</u>
Employee Only	\$ 421.00
Employee + 1 Dependent	627.00
Employee + 2 or More Dependents	899.00

(14) Employees in classes designated AM, AS, CC, CR, CS, DA, DI, and DM, who have flex credits not designated for eligible services shall have such credits placed in the employee's health Flexible Spending Account (FSA). IRS regulations establish annual maximum limits for flexible credits which may be rolled over to a FSA. An employee is not entitled to flexible credits that, when rolled over to a FSA, exceed the maximum limits allowed by law. Any employee who is expected to have flexible credits rolled over to an FSA that will exceed the maximum limits shall have their bi-weekly flex credit contributions adjusted to an amount, that when calculated on an annual basis, will be equal to the maximum allowed by law.

(15) Notwithstanding the above paragraph, if an employee experiences a "qualifying event" as defined by IRS and HIPAA Regulation, or has a triggering event that impacts flex credits, that employee will be allowed to change their status and have their flex benefits recalculated so as to maximize or recoup any retroactive flex benefits previously adjusted, in order to realize the maximum value of the flex benefit contribution, subject to IRS limitations.

Section 20. Section 5.6.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.6.2: METHOD OF CALCULATION.

- (a) The percentage of the employee's actual prescribed rate of contribution to the San Diego County Employees Retirement Association shall be as specified in subsection (b) Retirement Contribution Offset Provisions below.
- (b) Retirement Contribution Offset Provisions.
 - (1) Employees who are in Tier A or Tier I
 - (a) Effective July 13, 2012:

Tier A Effective July 13, 2012		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
PO, SO	1.5%	3.0%

Tier A Effective July 13, 2012		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
SS	1.75%	3.5%
CR	2.25%	4.5%
CL, CM, FS, HS, SW	1.5%	3.0%
AE, AM, AS, CE, CEM, CC, CS, DA, MA, MM, PD, PM, PR, PS, RN	2.25%	4.5%
EM, EO, NA, NE, NM, NS, UM	7.0%	7.0%
DS, SM	7.0%	7.0%
DI, DM	9.5%	11.755%

(b) Effective December 27, 2013:

Tier A Effective December 27, 2013		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
AM, AS, CC, CS, DA	0.75%	3.0%
CR	1.5%	3.0%
DI, DM	0%	0%

(2) Employees who are in Tier B, by Union Code

(a) Effective July 13, 2012:

Tier B Effective July 13, 2012		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
PO, SO	1.0%	2.0%
SS	1.25%	2.5%
CR	1.75%	3.5%
CL, CM, FS, HS, SW	1.0%	2.0%
AE, AM, AS, CE, CEM, CC, CS, DA, MA, MM, PD, PM, PR, PS, RN	1.75%	3.5%
EM, EO, NA, NE, NM, NS, UM	6.0%	6.0%
DS, SM	6.0%	6.0%
DI, DM	9.5%	10.755%

(b) Effective July 1, 2013:

Tier B Effective July 1, 2013		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
PO, SO	1.0%	2.0%
SS	1.25%	2.5%
CR	1.75%	3.5%
CL, CM, FS, HS, SW	1.0%	2.0%
AE, AM, AS, CE, CEM, CC, CS, DA, MA, MM, PD, PM, PR, PS, RN	1.75%	3.5%
EM, EO, NA, NE, NM, NS, UM	6.0%	6.0%
DS, SM	Hired prior to 7/1/2013: 6.0% Hired on or after 7/1/2013: 3.0%	6.0%

Tier B Effective July 1, 2013		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
DI, DM	9.5%	10.755%

(c) Effective December 27, 2013:

Tier B Effective December 27, 2013		
Retirement Contribution Offset by Union Code		
Union Code	Approximate % of the County contribution toward retirement for employees who have less than 5 yrs. of continuous service is:	Approximate % of the County contribution toward retirement for employees who have at least 5 yrs. of continuous service is:
AM, AS, CC, CS, DA	0.25%	2.0%
CR	1.17%	2.33%
DI, DM	0.0%	0.0%

- (3) The prescribed rate of contribution for Employees who are in Tier C shall be 50 percent of the "Normal Cost Rate" as defined in Government Code §7522.30 (b).

Section 21. Section 5.7.2 of the Compensation Ordinance is hereby amended to read as follows:

ARTICLE 5.7: PAYMENT IN LIEU OF RETIREMENT CONTRIBUTION OFFSET

SECTION 5.7.2: METHOD OF CALCULATION.

Thirty-year (30) Employees. The County shall provide a payment once annually to employees who have no contribution to the retirement fund. To be eligible for this payment, the employee must have attained thirty (30) years of qualifying retirement service credit, in accordance with the law, rules and regulations governing such credit on the last day of Payroll 02. Such one-time payment shall be made on the payday of Payroll 04 as follows:

Eligible Classes Designated	Amount
CE, CEM, DS, MA, SM and SO	\$ 1,500
AE, CL, CM, FS, HS, MM, PO, PR, PS, RN, SS and SW	\$ 1,000
NA, NM, PD and PM	\$ 500

Section 22. Section 5.9.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.9.2: FLOATING HOLIDAY TIME.

(a) Floating Holidays.

- (1) In lieu of Admissions Day and the employee's Birthday Holiday, or Columbus Day, employees listed in the classes below who have paid service in payroll 02 shall be entitled to one-fifth (1/5) the employee's regularly biweekly scheduled hours, not to exceed sixteen (16) hours of floating holiday time. This time may be taken beginning in payroll 03 at a time agreeable to both employee and the appointing authority.
- (2) Accrual Limit. An employee may accumulate a maximum balance of twenty-four (24) hours of floating holiday time. Any balance that exceeds twenty-four (24) hours will automatically be reduced to the twenty-four (24) hour maximum accrual limit.
- (3) These holidays are not subject to terminal leave.

Eligible Classes: Classes designated AE, AS, AM, CC, CE, CEM, CL, CM, CR, CS, DA, EM, FS, HS, MA, MM, NA, NE, NM, NS, PD, PM, PO, PR, PS, RN, SO, SS, SW and UM.

(b) Floating Holidays DI and DM.

- (1) Columbus Day. Employees in eligible classes who are employed, and not on authorized or unauthorized leave without pay, on the national observance of Columbus Day, shall be entitled to one-tenth (1/10) the number of regularly scheduled hours in the employee's normal biweekly pay period, not to exceed eight (8) hours of holiday time. This time is to be taken when mutually agreeable with the appointing authority, but must be used before the first day of the first biweekly pay period in the succeeding fiscal year. The national observance of Columbus Day shall not be considered a holiday for payroll purposes. Employees in classes designated DI or DM shall take this time in one increment on a day agreeable to both the employee and the appointing authority.
- (2) Lincoln's Birthday. Employees in eligible classes who are employed, and not on authorized or unauthorized leave without pay, on the national observance of Lincoln's Birthday, shall be entitled to one-tenth (1/10) the number of regularly scheduled hours in the employee's normal biweekly pay period, not to exceed eight (8) hours of holiday time. This time is to be taken in one increment on a day agreeable to both the employee and the appointing authority. The national observance of Lincoln's Birthday shall not be considered a holiday for payroll purposes.
- (3) Accrual Limit. An employee may accumulate a maximum balance of twenty-four (24) hours of floating holiday time. Any balance that exceeds twenty-four (24) hours will automatically be reduced to the twenty-four (24) hour maximum accrual limit.

(c) Floating Holidays - DS and SM.

- (1) In lieu of Admissions Day and the employee's Birthday Holiday, all employees who have paid service in payroll 01 shall be entitled to seventeen (17) hours of floating holiday time. This time may be taken beginning in payroll 02 at a time agreeable to both employee and the appointing authority.

- (2) Accrual Limit. An employee may accumulate a maximum balance of 25.5 hours of floating holiday time. Any balance that exceeds 25.5 hours will automatically be reduced to the 25.5 hour maximum accrual limit.
- (3) These holidays are not subject to terminal leave pay.

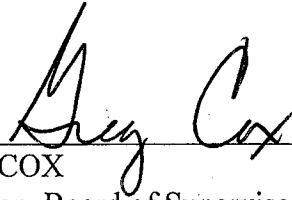
Section 23. Effective Date. Sections 1, 2, 5, 6, 8, 9, 11, 12, 13, 14, 15, 18, 19, 20, 25, 26, and 27 of this ordinance affect compensation and shall take effect upon adoption and all other sections of this ordinance shall take effect thirty (30) days after its adoption. Within fifteen days after the date of adoption of this ordinance, a summary shall be published once with the name of those members voting for and against the same in the newspaper of general circulation published in the County of San Diego.

Section 24. Operative Date. Operative dates by specified section are listed in the table below.

Section Number	Operative Date
Section 1	6/28/13 & 12/27/13
Section 2	6/28/13
Section 3	6/28/13
Section 4	6/28/13
Section 5	6/28/13
Section 6	6/28/13
Section 7	6/28/13
Section 8	6/28/13
Section 9	6/28/13
Section 10	6/28/13
Section 11	6/28/13
Section 12	6/28/13
Section 13	6/28/13
Section 14	6/28/13
Section 15	6/28/13
Section 16	6/28/13
Section 17	6/28/13
Section 18	6/28/13
Section 19	6/28/13
Section 20	6/28/13
Section 21	6/28/13
Section 22	6/28/13

APPROVED AS TO FORM AND LEGALITY
 COUNTY COUNSEL BY:
 Dennis I. Floyd, Senior Deputy County Counsel

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of San Diego this 18th day of June, 2013.



GREG COX
Chairman, Board of Supervisors
County of San Diego, State of California

The above Ordinance was adopted by the following vote:

AYES: Cox, Jacob, D. Roberts, R. Roberts, Horn

ATTEST my hand and the seal of the Board of Supervisors this 18th day June, 2013.

THOMAS J. PASTUSZKA
Clerk of the Board of Supervisors

By 

Nancy Vizcarra, Deputy

Ordinance No. 10263 (N.S.)

06-18-2013 (33)

