

Meeting Date: 09/12/2023 (16)

**AN ORDINANCE AMENDING  
THE COMPENSATION ORDINANCE**

**CLEAN VERSION**

Meeting Date: 09/12/2023 (16)

**ORDINANCE NO. 10861 (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 retitling the following classifications, effective October 20, 2023:

	Job Code No.	Job Code Title
From:	002272	Director, Child Welfare Services
To:	002272	Director, Child and Family-Well Being
From:	005242	Child Welfare Services Policy Analyst
To:	005242	Child and Family Well-Being Policy Analyst

**Section 2.** Appendix One of the Compensation Ordinance is hereby amended by deleting the following job code/classification in the classified service:

Job Code No.	Job Code Title
005243	Patient Services Specialist IV (T)

**Section 3.** Appendix One of the Compensation Ordinance is hereby amended by changing class characteristics for the following classification in the classified service, effective May 26, 2023:

Job Code No.	Job Code Title	Probationary Period
005746	Deputy Sheriff	12 months

**Section 4.** Appendix One of the Compensation Ordinance is hereby amended by establishing the following classification and compensation in the unclassified service, effective October 20, 2023:

Job Code No.	Job Code Title	Approx Annual Salary		Vari Entry	O/T	Rep Stat	Bene Prog
		Minimum	Maximum				
000220	Chief Deputy, Citizens' Law Enforcement Review Board	\$71,489.60	\$154,585.60	Y	X	NA	UCL

**Section 5.** Appendix One of the Compensation Ordinance is hereby amended by establishing the following classification and compensation in the classified service, effective October 20, 2023:

Job Code No.	Step 1	Step 2	Step 3	Step 4	Step 5	Approx Annual Salary		Vari Entry	O/T	Rep Stat	Bene Plan
	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Minimum	Maximum				
004246	Clinical Pharmacist										
	\$65.50	\$68.78	\$72.22	\$75.83	\$80.53	\$136,240.00 - \$167,502.40		Y	N	MM	NMG
	\$5,240.00	\$5,502.40	\$5,777.60	\$6,066.40	\$6,442.40						

Meeting Date: 09/12/2023 (16)

**Section 6.** Appendix One of the Compensation Ordinance is hereby amended by amending compensation for job codes/classifications listed as follows:

Claims & Investigator Supervisor, 003932:

Fiscal Year 2023-2024: 2.12% wage increase effective September 22, 2023  
Fiscal Year 2024-2025: 3.20% wage increase effective June 28, 2024

Coordinator, Emergency Medical Services, 002382:

Fiscal Year 2023-2024: 5.00% wage increase effective September 22, 2023  
Fiscal Year 2024-2025: 3.25% wage increase effective June 28, 2024

Sheriff's Project Manager, 002360:

Fiscal Year 2024-2025: 8.65% wage increase effective June 28, 2024

Supervising Medical Examiner Investigator, 005792:

Fiscal Year 2023-2024: 2.38% wage increase effective September 22, 2023  
Fiscal Year 2024-2025: 3.90% wage increase effective June 28, 2024

**Section 7.** Section 1.7.10 of the Compensation Ordinance is hereby amended as follows:

**SECTION 1.7.10: HELICOPTER DUTY.**

This section establishes additional compensation for a properly qualified employee who is assigned to operate a Sheriff's Department helicopter as its pilot or for an employee who is assigned to service in a Sheriff's Department helicopter as a Tactical Flight Officer.

- (a) **Eligibility**  
Helicopter Pilot. Pilots are defined as those employees who are certified by the FAA as commercial helicopter pilots and are approved by the ASTREA lieutenant to act as "pilot in command" of a patrol or firefighting/rescue helicopter.

The ASTREA lieutenant's status as "pilot in command" must be approved by the Emergency Services Captain.

Tactical Flight Officer. Helicopter Tactical Flight Officers are defined as those employees who have successfully completed the ASTREA Tactical Flight Officer training syllabus and are approved by the ASTREA lieutenant to act as a fully functional tactical flight officer of a patrol helicopter.

Eligible Classes:

Employees who are assigned to ASTREA on a full-time basis in the following classes:

005746 Deputy Sheriff  
005780 Sheriff's Lieutenant  
005790 Sheriff's Sergeant

- (b) **Calculation of Premium.** For each full standard work period of eighty-five (85) hours an eligible employee shall receive, in addition to his/her base biweekly rate, the following:

Pilot:

Years of Service	Amount of Premium
Pilots assigned to ASTREA with less than 5 years	7.5% of base pay
Pilots assigned to ASTREA with 5 years or more	12.5% of base pay

This premium shall apply for an eighty-five (85) hour standard work period. Thereafter, the FLSA regular rate for overtime shall apply. This premium shall apply for time worked, paid time off, and overtime. This premium does not apply towards terminal pay.

Tactical Flight Officer:

Tactical Flight Officer Premium	Amount of Premium
Tactical Flight Officers assigned to ASTREA	5% of base pay

This premium shall apply for an eighty-five (85) hour standard work period. Thereafter, the FLSA regular rate for overtime shall apply. This premium shall apply for time worked, paid time off, and overtime. This premium does not apply towards terminal pay.

- (c) Employees with more than one assignment/tour of duty in ASTREA shall calculate their years of service in ASTREA cumulatively.

**Section 8.** Section 1.7.14 of the Compensation Ordinance is hereby amended to read as follows:

**SECTION 1.7.14: HANDLING OF EXPLOSIVE DEVICE/SUBSTANCE PREMIUM.**

This section establishes additional compensation for a properly qualified employee who performs the functions required to neutralize any suspected or actual explosive device or substance.

- (a) Eligibility. An employee, listed below, must be assigned full time duty as a member of the Arson/Explosive Unit. Eligible employees must be certified by the FBI as a graduate of the Hazardous Devices School. Eligible employees must successfully complete a re-certification through the FBI every three years to remain eligible for this premium.

Eligible Classes:

005746 Deputy Sheriff  
005790 Sheriff's Sergeant

- (b) Calculation of Premium. For each full standard work period of eighty-five (85) hours, an eligible employee shall receive, in addition to his/her base biweekly rate, the following:

Years of Service	Amount of Premium
Eligible classes assigned to Bomb/Arson for less than 5 years	5% of base pay

Eligible classes assigned to Bomb/Arson for 5 years or more	10% of base pay
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This premium shall apply for an eighty-five (85) hour standard work period. Thereafter, the FLSA regular rate for overtime shall apply. This premium shall apply for time worked, paid time off, and overtime. This premium does not apply towards terminal pay.

- (c) Employees with more than one assignment/tour of duty in Bomb/Arson shall calculate their years of service in Bomb/Arson cumulatively.

**Section 9.** Section 1.7.19 of the Compensation Ordinance is hereby amended to read as follows:

**SECTION 1.7.19 SHERIFF’S TRANSPORTATION UNIT PREMIUM.** This section establishes additional compensation for a properly qualified employee assigned to the Sheriff’s Department Transportation Detail assigned to operate all of the rolling-stock equipment in the Sheriff’s Department Transportation Detail including equipment weighing thirty-seven thousand four hundred (37,400) or more pounds, or equipment which is designed to transport forty (40) or more passengers including the driver.

- (a) **Eligibility.** Only an employee in Class 005746 (Deputy Sheriff), 005757 (Deputy Sheriff - Detentions/Court Service), 005781 (Sheriff’s Sergeant - Detentions), or 005790 (Sheriff’s Sergeant) assigned to the Transportation Detail who possess the required certification, and after receiving forty (40) hours of bus operation training along with two-hundred-forty (240) hours of phase training is eligible to receive this premium.
- (b) **Calculation of Premium.** A Deputy Sheriff, Deputy Sheriff-Detentions/Court Services, Sheriff’s Sergeant–Detentions, or Sheriff’s Sergeant shall be compensated three percent (3%) higher than the employee’s base rate of compensation for each full standard work period so assigned. Periods of assignment for less than a full, standard work period shall be pro-rated. This premium shall apply to paid leave but shall not apply to terminal payoff.

**Section 10.** Section 1.7.34 of the Compensation Ordinance is hereby amended to read as follows:

**SECTION 1.7.34: NEW HIRE LATERAL INCENTIVE PAY.**

- (a) New hires who come into the Sheriff’s Department from another public law enforcement agency on or after September 9, 2022 will receive lateral incentive pay for a maximum of \$20,000.00.

Lateral Deputies with a minimum of one year of peace officer experience in a law enforcement agency will be paid at the following intervals:

- \$12,500 - Upon completion of the hiring process,
- \$ 2,000 - Upon completion of department training period,
- \$ 3,000 - At the successful completion of their applicable probationary period,
- \$ 2,500 - One year after the end of their probationary period.

In no event will an employee receive more than the maximum of \$20,000 lateral incentive pay.

To be eligible for the lateral incentive pay, Lateral Deputies must possess the minimum California P.O.S.T. requirements for appointment to a peace officer position in the Law Enforcement Services Bureau, Court Services Bureau, or Detention Services Bureau at the time of hire and are not required to complete the applicable County Sheriff’s Department Academy.

**Eligible Classes:** Classes designated DS.

Meeting Date: 09/12/2023 (16)

(b) New hires who come into the Probation Department from another public law enforcement agency on or after October 6, 2023, will receive lateral incentive pay for a maximum of \$20,000.00.

Lateral Probation Officers with a minimum of one year of peace officer experience in a law enforcement agency will be paid at the following intervals:

- \$ 2,500 - Upon completion of the hiring process,
- \$ 2,500 - Upon successful completion of their applicable probationary period,
- \$ 5,000 - One year after the end of their probationary period,
  
- \$10,000 - Two years after the end of their probationary period.

In no event will an employee receive more than the maximum of \$20,000 lateral incentive pay.

To be eligible for the lateral incentive pay, Lateral Probation Officers must possess the minimum California P.O.S.T. and Standards and Training for Corrections requirements for appointment to a peace officer position in the Probation Department.

Eligible Classes: Classes designated PO.

**Section 11.** Section 1.7.35 of the Compensation Ordinance is hereby amended as follows:

Section 1.7.35: FIRE/LIFE SAFETY PREMIUM.

This section establishes additional compensation for a properly qualified employee who possesses a current "Helicopter Pilot Qualification" through Cal Fire or the US Forest Service.

- (a) Eligibility. Fire/Life Safety Pilots are defined as those employees who possess a current "Helicopter Pilot Qualification" through Cal Fire or the US Forest Service.

Eligible Classes:

Employees who are assigned to ASTREA on a full-time basis in the following classes:

- 005746 Deputy Sheriff
- 005790 Sheriff's Sergeant
- 005780 Sheriff's Lieutenant

- (b) Calculation of Premium.

Fire/Life Safety Premium	Amount of Premium
Helicopter Pilots assigned to ASTREA	5% of base pay

This premium shall apply for an eighty-five (85) hour standard work period. Thereafter, the FLSA regular rate for overtime shall apply. This premium shall apply for time worked, paid time off, and overtime. This premium does not apply towards terminal pay.

**Section 12.** Section 1.7.37 of the Compensation Ordinance is hereby amended as follows:

SECTION 1.7.37: CIVIL ENGINEER NEW HIRE LATERAL INCENTIVE PAY.

New hires who come to the County from another public agency on or after September 23, 2022 through September 12, 2024 with external State Licensure-related Professional Engineer (PE) experience in one or

Meeting Date: 09/12/2023 (16)

both Civil Engineering sub-branches of Structural Engineering and Geotechnical Engineering will receive lateral incentive pay from the County of San Diego up to a maximum of \$5,000. The lateral incentive pay will be paid out as follows:

Lateral incentive pay with a minimum of three years of prior Civil Engineer experience in the enumerated sub-branches is:

\$3,000 – Upon completion of the hiring process, once hired

Lateral incentive pay with a minimum of four years of prior Civil Engineer experience in the enumerated sub-branches includes the above and:

\$1,000 – At the successful completion of the applicable probationary period,

Lateral incentive pay with a minimum of five years of prior Civil Engineer experience in the enumerated sub-branches includes all of the above and:

\$1,000 – On the anniversary date of the third year of employment

Eligible Classes: 003635, Civil Engineer.

This lateral incentive pay shall expire on September 12, 2024 and shall not apply to any person hired on or after September 12, 2024, unless extended by mutual written agreement of the parties and approved by the Board of Supervisors by amendment to the Compensation Ordinance.

**Section 13.** Section 2.1.4 of the Compensation Ordinance is hereby amended to read as follows:

**SECTION 2.1.4: RELOCATION ALLOWANCE FOR RECRUITMENT FOR CLASSIFICATIONS DESIGNATED AS DS, SM OR PO.**

Upon determination by the appointing authority and approval by the Chief Administrative Officer or designee, that relocation allowance is appropriate to facilitate recruitment or selection for an appointment to a vacant position in a class designated DS, SM, or PO, a relocation allowance in an amount not to exceed \$15,000 may be authorized for the actual and reasonable relocation expenses incurred incidental to relocation of the appointee and their immediate family to San Diego County. Expenses may include, but are not limited to, personal transportation, moving expenses for household goods, and temporary housing arrangements. Claims for expenses submitted pursuant to this provision shall be subject to review and determination by the Auditor & Controller prior to reimbursement.

**Section 14.** Section 2.1.9 of the Compensation Ordinance is hereby repealed:

**SECTION 2.1.9: LUMP SUM PAYMENT YEARS 2017/2018, 2018/2019, 2019/2020, 2020/2021, 2021/2022, AND 2022/2023.**

**Section 15.** Section 2.1.10 of the Compensation Ordinance is hereby added to read as follows:

**SECTION 2.1.10: RECRUITMENT BONUS.**

(a) New employees hired between September 9, 2022 and September 12, 2024 in the eligible classifications listed below qualify for a recruitment bonus to be paid as follows:

\$1,250	Upon completion of the hiring process
\$1,250	After successful completion of the probation period

Meeting Date: 09/12/2023 (16)

Eligible Classes:

003635	Civil Engineer
004158	Deputy Medical Examiner I
004159	Deputy Medical Examiner II
006035	Equipment Operator

Current Employees do not qualify under this program.

This bonus pay shall expire on September 12, 2024, and shall not apply to any person hired after September 12, 2024.

(b) New employees hired on or after October 6, 2023, in the eligible classification listed below qualify for a recruitment bonus to be paid as follows:

\$1,250	Upon completion of the hiring process
\$1,250	After successful completion of the probation period

Eligible Class:

005065	Deputy Probation Officer
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Current employees hired before October 6, 2023, do not qualify under this program.

**Section 16.** Section 2.1.17 of the Compensation Ordinance is hereby amended as follows:

**SECTION 2.1.17: HARD TO RECRUIT REFERRAL REWARD PROGRAM.**

Employee Eligibility:

- A. Only regular County of San Diego employees are eligible to submit referrals under this program with the following exceptions:
  - 1) Employees working in the human resources field;
  - 2) Those employees who have responsibility for recruitment as part of their assigned job duties, including individuals assigned on a temporary basis to carry out specialized recruiting activities unless it can be verified that the recruitment did not occur during that activity; and
  - 3) All elected and unclassified employees.
- B. Eligible employees must be active at the time of referral and active at the time of reward to receive payment of reward.
- C. Hard to Recruit Positions are defined as the following\*:
  - 002387 – Quality Assurance Specialist
  - 002820 – Sheriff’s Emergency Services Trainee
  - 002822 – Sheriff’s Emergency Services Dispatcher
  - 003615 – Asst Engineer
  - 003635 – Civil Engineer
  - 003720 - Senior Civil Engineer
  - 003785 – Land Surveyor
  - 003812 – Engineering Technician III
  - 003813 – Engineering Technician II
  - 003814 – Engineering Technician I



004158 – Deputy Medical Examiner I  
004159 – Deputy Medical Examiner II  
004162 – Medical Consultant  
004196 – Psychiatrist  
004199 – Psychiatrist Specialist  
004304 – Utilization Review Quality Improvement Supervisor  
004314 – Utilization Review Quality Improvement Specialist  
004346 – Public Health Microbiologist  
004348 – Supervising Public Health Microbiologist  
004353 – Senior Public Health Microbiologist  
004517 – Certified Nurse Practitioner  
004525 – Psychiatric Nurse  
004533 – In-Service Education Coordinator  
004538 – Staff Nurse  
004544 – Supervising Nurse  
004546 – Sheriff's Detentions Supervising Nurse  
004548 – Sheriff's Detentions Nurse  
004565 – Public Health Nurse  
004567 – Senior Public Health Nurse  
004570 – Public Health Nurse Supervisor  
004625 – Licensed Vocational Nurse  
004626 – Sheriff's Detentions Licensed Vocational Nurse  
005045 – Clinical Psychologist  
005087 – Sr Clinical Psychologist  
005102 – Licensed Mental Health Clinician  
005253 – Protective Services Worker  
005279 – Sheriff's Detentions, Mental Health Clinician  
005280 – Sheriff's Detentions, Chief Mental Health Clinician  
005746 – Deputy Sheriff  
005757 – Deputy Sheriff – Detentions/Court Services  
006035 – Equipment Operator

\*Any other classification identified by the Department of Human Resources.

D. Amount of Referral Reward:

The amount of referral reward will be a gross payment of \$1,000 and will be paid through the regular payroll advice/warrant.

E. Referrals Eligible for Referral Reward:

- 1) Referrals only qualify under this program if a written referral is made by an eligible employee during the recruitment period.
- 2) Current employees do not qualify as "applicants" to be referred under this program.
- 3) Immediate family of the referring employee do not qualify as "applicants" to be referred under this program. Immediate family includes husband, wife, child, stepchild, brother, stepbrother, sister, stepsister, parent, stepparent, any person serving as a parent or who has served as a parent, or any other person living in the same household as the employee.
- 4) An employee is only eligible to receive up to five (5) referral reward payments per fiscal year, regardless of the total number of referrals made by the employee that meet the criteria for successful completion of the program.

Meeting Date: 09/12/2023 (16)

- 5) Applicant must be hired as a regular County employee in one of the identified hard to recruit positions.

F. Process for Receiving Referral Reward:

Confidential Referral Form:

- 1) The referring employee must complete and submit a Confidential Referral Form to the Department of Human Resources. The Confidential Referral Form must be submitted electronically before the referred candidate submits application.
- 2) Payment of the referral reward will be subject to verification that all required parties have met the eligibility requirements.
- 3) Verbal referrals will not be accepted.
- 4) Only one employee may qualify for the referral reward for each referred candidate. In the event of multiple Confidential Referral Forms for the same candidate, the Confidential Referral Form with the earliest time/date stamp will be used in determining eligibility for reward.

G. Reward payment will be made in the following manner:

- 1) The recruited employee must complete three (3) months of paid service as a regular County employee in one of the identified hard to recruit positions in order for the \$1,000 referral reward to be paid to the employee who made the referral.
- 2) A gross payment of \$1,000 will be made to the referring employee through the regular payroll advice or warrant.
- 3) The decision to award or deny payment under this Hard to Recruit Referral Reward Program shall be at the sole discretion of the County and shall not be subject to appeal or grievance.

H. Duration:

- 1) This program shall be in place through September 12, 2024.

**Section 17.** Section 3.6.12 of the Compensation Ordinance is hereby repealed:

**SECTION 3.6.12: LOCAL AGENCY FORMATION COMMISSION.**

**Section 18.** Section 4.2.23 of the Compensation Ordinance is hereby amended as follows:

**SECTION 4.2.23: EMPLOYEE POLL WORKER PROGRAM LEAVE.**

- (a) **Definition.** Employee Poll Worker Program Leave is a paid absence from duty to serve as a volunteer poll worker in a San Diego County polling place when the Election Day falls on the employee's regularly scheduled workday and under other specified conditions as outlined below:
- (b) **Eligibility.** Any regular County employee, other than employees assigned to the Registrar of Voters, may apply for paid leave from County employment to serve as a volunteer poll worker. Such paid leave is subject to:
  - (1) The employee making a request to his/her appointing authority for an absence from County employment for the employee's entire regularly scheduled work hours on Election Day to serve as a volunteer poll worker in San Diego County.

Meeting Date: 09/12/2023 (16)

- (2) Approval by the employee's appointing authority;
  - (3) Selection as being qualified by the San Diego County Registrar of Voters;
  - (4) Satisfactory completion of required poll worker training. Employees attending training during their regularly scheduled work hours must request in writing to his/her appointing authority for approval to use release time to attend such training.
  - (5) The employee fully executes his/her responsibilities as a poll worker including reporting to his/her assigned polling place at the designated time, performing all the duties appointed by the County Elections official and as required by applicable state and federal elections laws, and remaining on duty until the poll is properly closed and secured and until released by the County elections official.
- (c) Employees, who volunteer for this paid leave, are ineligible for overtime compensation because the work is voluntary, occasional and sporadic and in a different capacity from the regularly assigned job duties of their job classifications pursuant to the provisions of the Fair Labor Standards Act (FLSA).
- (d) Compensation. Employee poll worker leave shall consist of one (1) day of full pay for each designated Election Day. There may be more than one Election Day designated each year. Employees will be required to apply for Employee Poll Worker Program Leave for each designated Election Day.

**Section 19. Effective Dates.** Sections 1, 4 and 5 of this ordinance are effective thirty (30) days after adoption and Sections 2 -3 and 6-18 of this ordinance shall take effect immediately upon adoption by the Board of Supervisors following the second reading. 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.

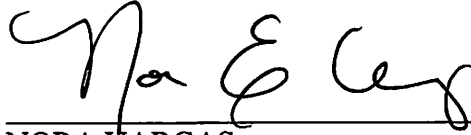
**Section 20. Operative Dates.** Operative dates by specified section are listed in the table below.

<b>Section Number</b>	<b>Operative Date</b>
Section 1	10/20/23
Section 2	9/22/23
Section 3	5/26/23
Sections 4-5	10/20/23
Section 6	9/22/23
	6/28/24
Sections 7-18	9/8/23

APPROVED AS TO FORM AND LEGALITY  
CLAUDIA G. SILCA, COUNTY COUNSEL

BY: Frances Rogers, Senior Deputy County Counsel

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of San Diego this 12<sup>th</sup> day of September 2023.



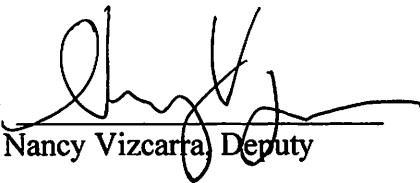
NORA VARGAS  
Chair, Board of Supervisors  
County of San Diego, State of California

The above Ordinance was adopted by the following vote:

AYES: Vargas, Anderson, Lawson-Remer, Desmond  
ABSENT: (District 4 Seat Vacant)

ATTEST my hand and the seal of the Board of Supervisors this 12<sup>th</sup> day of September 2023.

ANDREW POTTER  
Clerk of the Board of Supervisors

By   
Nancy Vizcarra, Deputy



Ordinance No.: 10861 (N.S.)  
Meeting Date: 09/12/2023 (16)