

ORDINANCE NO. 9526 (NEW SERIES)

**AN ORDINANCE AMENDING THE COMPENSATION ORDINANCE AND ESTABLISHING
AUTHORIZED CLASSIFICATIONS, CHARACTERISTICS, AND 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 the following classifications and compensation effective on the dates indicated:

Class No/ Eff. Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Approx Annual Salary Minimum Maximum
	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	
2619	Assistant Procurement Officer								
2/7/2003	24.53	25.76	27.05						\$51,022.40 - \$56,264.00
	1962.40	2060.80	2164.00						
6/27/2003	25.27	26.53	27.86						\$52,561.60 - \$57,948.80
	2021.60	2122.40	2228.80						
6/25/2004	26.10	27.41	28.78						\$54,288.00 - \$59,862.40
	2088.00	2192.80	2302.40						
6/24/2005	26.93	28.28	29.69						\$56,014.40 - \$61,755.20
	2154.40	2262.40	2375.20						
4026	Librarian Substitute								
2/7/2003	18.54	22.53							\$38,563.20 - \$46,862.40
	1483.20	1802.40							
6/27/2003	19.15	23.27							\$39,832.00 - \$48,401.60
	1532.00	1861.60							
6/25/2004	19.75	24.00							\$41,080.00 - \$49,920.00
	1580.00	1920.00							
6/24/2005	20.37	24.76							\$42,369.60 - \$51,500.80
	1629.60	1980.80							
5223	Human Services Specialist								
2/7/2003	12.87	13.51	14.19	14.90	15.64	16.42	17.24	18.10	\$26,769.60 - \$37,648.00
	1029.60	1080.80	1135.20	1192.00	1251.20	1313.60	1379.20	1448.00	
6/27/2003	13.24	13.90	14.60	15.33	16.10	16.90	17.75	18.64	\$27,539.20 - \$38,771.20
	1059.20	1112.00	1168.00	1226.40	1288.00	1352.00	1420.00	1491.20	
6/25/2004	13.65	14.33	15.05	15.80	16.59	17.42	18.29	19.20	\$28,392.00 - \$39,936.00
	1092.00	1146.40	1204.00	1264.00	1327.20	1393.60	1463.20	1536.00	
6/24/2005	14.06	14.76	15.50	16.28	17.09	17.94	18.84	19.78	\$29,244.80 - \$41,142.40
	1124.80	1180.80	1240.00	1302.40	1367.20	1435.20	1507.20	1582.40	

Section 2. Appendix One of the Compensation Ordinance is hereby amended by establishing the following class characteristics for various classes in the classified service, therefore operative February 7, 2003:

<u>Class No.</u>	<u>Class Title</u>	Vari Entry	O/T	Rep Stat	Bene Plan
2619	Assistant Procurement Officer	Y	F	AE	05
4026	Librarian Substitute	N	N	NR	00
5223	Human Services Specialist	Y	F	SW	05

Section 3. Appendix One of the Compensation Ordinance is hereby further amended by establishing compensation for the following classes effective on the dates indicated:

Class No/ Eff. Date	Step 1	Step 2	Step 3	Step 4	Step 5	Approx Annual Salary Minimum Maximum
	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	Hrly Biwkly	
2785	Legal Support Supervisor I					
6/28/2002	16.62	17.45	18.32	19.24	20.20	\$34,569.60 - \$42,016.00
	1329.60	1396.00	1465.60	1539.20	1616.00	
1/10/2003	16.86	17.70	18.59	19.52	20.50	\$35,068.80 - \$42,640.00
	1348.80	1416.00	1487.20	1561.60	1640.00	
6/27/2003	17.43	18.30	19.21	20.17	21.18	\$36,254.40 - \$44,054.40
	1394.40	1464.00	1536.80	1613.60	1694.40	
6/25/2004	17.98	18.88	19.82	20.81	21.85	\$37,398.40 - \$45,448.00
	1438.40	1510.40	1585.60	1664.80	1748.00	
6/24/2005	18.55	19.48	20.45	21.47	22.54	\$38,584.00 - \$46,883.20
	1484.00	1558.40	1636.00	1717.60	1803.20	
4048	Principal Librarian					
6/28/2002	26.89	28.23	29.64	31.12	32.68	\$55,931.20 - \$67,974.40
	2151.20	2258.40	2371.20	2489.60	2614.40	
1/10/2003	26.45	37.50				\$55,016.00 - \$78,000.00
	2116.00	3000.00				
6/27/2003	27.32	38.74				\$56,825.60 - \$80,579.20
	2185.60	3099.20				
6/25/2004	28.18	39.96				\$58,614.40 - \$83,116.80
	2254.40	3196.80				
6/24/2005	29.07	41.22				\$60,465.60 - \$85,737.60
	2325.60	3297.60				

Class No/ Eff. Date	Step 1 Hrly Biwkly	Step 2 Hrly Biwkly	Step 3 Hrly Biwkly	Step 4 Hrly Biwkly	Step 5 Hrly Biwkly	Approx Annual Salary Minimum Maximum
5768	Trial Support Supervisor					
6/28/2002	18.91	19.86	20.85	21.89	22.98	\$39,332.80 - \$47,798.40
	1512.80	1588.80	1668.00	1751.20	1838.40	
1/10/2003	20.80	21.84	22.93	24.08	25.28	\$43,264.00 - \$52,582.40
	1664.00	1747.20	1834.40	1926.40	2022.40	
6/27/2003	21.49	22.56	23.69	24.87	26.11	\$44,699.20 - \$54,308.80
	1719.20	1804.80	1895.20	1989.60	2088.80	
6/25/2004	22.16	23.27	24.43	25.65	26.93	\$46,092.80 - \$56,014.40
	1772.80	1861.60	1954.40	2052.00	2154.40	
6/24/2005	22.86	24.00	25.20	26.46	27.78	\$47,548.80 - \$57,782.40
	1828.80	1920.00	2016.00	2116.80	2222.40	
7068	Wastewater Facilities Supervisor					
6/28/2002	22.90	24.04	25.24	26.50	27.82	\$47,632.00 - \$57,865.60
	1832.00	1923.20	2019.20	2120.00	2225.60	
1/10/2003	23.57	24.75	25.99	27.29	28.65	\$49,025.60 - \$59,592.00
	1885.60	1980.00	2079.20	2183.20	2292.00	
6/27/2003	24.35	25.57	26.85	28.19	29.60	\$50,648.00 - \$61,568.00
	1948.00	2045.60	2148.00	2255.20	2368.00	
6/25/2004	25.12	26.38	27.70	29.08	30.53	\$52,249.60 - \$63,502.40
	2009.60	2110.40	2216.00	2326.40	2442.40	
6/24/2005	25.90	27.20	28.56	29.99	31.49	\$53,872.00 - \$65,499.20
	2072.00	2176.00	2284.80	2399.20	2519.20	
7080	Sanitation Regional Supervisor					
6/28/2002	22.90	24.04	25.24	26.50	27.82	\$47,632.00 - \$57,865.60
	1832.00	1923.20	2019.20	2120.00	2225.60	
1/10/2003	23.57	24.75	25.99	27.29	28.65	\$49,025.60 - \$59,592.00
	1885.60	1980.00	2079.20	2183.20	2292.00	
6/27/2003	24.35	25.57	26.85	28.19	29.60	\$50,648.00 - \$61,568.00
	1948.00	2045.60	2148.00	2255.20	2368.00	
6/25/2004	25.12	26.38	27.70	29.08	30.53	\$52,249.60 - \$63,502.40
	2009.60	2110.40	2216.00	2326.40	2442.40	
6/24/2005	25.90	27.20	28.56	29.99	31.49	\$53,872.00 - \$65,499.20
	2072.00	2176.00	2284.80	2399.20	2519.20	

Section 4. Appendix One of the Compensation Ordinance is hereby further amended by designating the following classes as "Terminal":

<u>Class No.</u>	<u>Class Title</u>
2370	Administrative Services Manager III (T)
4037	Library Substitute (T)

Section 5. Appendix One of the Compensation Ordinance is hereby amended by deleting the following classes:

<u>Class No.</u>	<u>Class Title</u>
3037	Tape Librarian
4398	Occupational Therapy Assistant
5256	Senior Patient Services Specialist

Section 6. Subsections (e), (f), (g), and (h) of section 1.4.3 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.4.3: ADVANCEMENT WITHIN RANGE: BIWEEKLY RATE EMPLOYEES.

- (e) Employees hired into Class 5221 - Eligibility Technician, between January 1, 1982 and December 31, 1989. Employees who are at step 6, upon movement into the new Class 5223 - Human Services Specialist, shall be placed at step 7 of the new Class effective February 21, 2003 and shall be compensated at the adjusted rate for such next higher step from that date forward until such employee qualifies for any further step advancement pursuant to the provisions of this section.
- (f) Employees hired into Class 5221 - Eligibility Technician, between January 1, 1990 and December 31, 1992. Employees who are at step 6, upon movement into the new Class 5223 - Human Services Specialist, shall be placed at step 7 of the new Class effective May 16, 2003 and shall be compensated at the adjusted rate for such next higher step from that date forward until such employee qualifies for any further step advancement pursuant to the provisions of this section.
- (g) Employees hired into Class 5221 - Eligibility Technician, between January 1, 1993 and December 31, 1996. Employees who are at step 6, upon movement into the new Class 5223 - Human Services Specialist, shall be placed at step 7 of the new Class effective August 8, 2003 and shall be compensated at the adjusted rate for such next higher step from that date forward until such employee qualifies for any further step advancement pursuant to the provisions of this section.
- (h) Employees hired into Class 5221 - Eligibility Technician, between January 1, 1997 and December 31, 2002. Employees who are at step 6, upon movement into the new Class 5223 - Human Services Specialist, shall be placed at step 7 of the new Class effective November 14, 2003 and shall be compensated at the adjusted rate for such next higher step from that date forward until such employee qualifies for any further step advancement pursuant to the provisions of this section.

Section 7. Section 1.9.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.9.2: BILINGUAL ASSIGNMENT.

On recommendation of the appointing authority, the Director may approve payment of Class A or Class B bilingual premium to an employee assigned to a position designated as requiring a Class A or Class B bilingual employee and where qualifications have been determined by the Director. Employees may only receive one bilingual premium at a time. In order to insure adequate level of bilingual proficiency, the Director may require periodic evaluation of incumbents receiving bilingual premium.

<u>Class A</u>		<u>Class B</u>	
The employee must be assigned to a position designated as requiring bilingual skills fifty percent (50%) or more of the time, or forty (40) hours or more in an eighty (80) hour biweekly pay period, or to a position designated as requiring bilingual skills in a class designated DS, or to a position designated as requiring technical bilingual skills (reading, writing, translating). The fifty percent (50%) requirement shall mean the actual time spent conversing in or interpreting a second language.		The employee must be assigned to a position designated as requiring bilingual skills less than fifty percent (50%) of the time or less than forty (40) hours in an eighty (80) hour biweekly pay period. This less than fifty percent (50%) requirement shall mean the actual time spent conversing in or interpreting a second language.	
<u>Biweekly Rate:</u>	<u>Eligible Classes:</u>	<u>Biweekly Rate:</u>	<u>Eligible Classes:</u>
(1) Thirty-two dollars and thirty cents [\$32.30] biweekly.	Any employee except employees in Class 5725, International Case Coordinator or those designated eligible classes, and in (2) or (3) below.	(1) Sixteen dollars and fifteen cents [\$16.15] biweekly.	Any employee except employees in Class 5725, International Case Coordinator, and employees designated DS or those designated eligible classes, and in (2) or (3) below.
(2) Forty dollars [\$40.00] biweekly.	Classes designated AE, CL, CM, CR, FS, MM, PR, PS, SS, HS, RN, all Superior Court employees and: 4911 Social Services Aide II 4912 Social Services Aide I 4913 Protective Services Assistant 5221 Eligibility Technician 5223 Human Services Specialist 5235 Social Worker I 5253 Protective Services Wkr II 5254 Protective Services Wkr III 5257 Protective Services Wkr I 5260 Social Worker III 5261 Social Worker V 5265 Social Worker II 5266 Social Worker IV	(2) Twenty dollars [\$20.00] biweekly.	Classes designated AE, CL, CM, CR, FS, MM, PR, PS, SS, HS, RN, all Superior Court employees and: 4911 Social Services Aide II 4912 Social Services Aide I 4913 Protective Services Assistant 5221 Eligibility Technician 5223 Human Services Specialist 5235 Social Worker I 5253 Protective Services Wkr II 5254 Protective Services Wkr III 5257 Protective Services Wkr I 5260 Social Worker III 5261 Social Worker V 5265 Social Worker II 5266 Social Worker IV

Protective Service Worker/Social Worker, Protective Services Supervisor and Adult Protective Services Supervisor Spanish Recruitment/Retention Bilingual Premium

<u>Class A</u>		<u>Class B</u>	
<p>The appointing authority may assign a qualified employee to perform Spanish bilingual duties in child protective services positions in the Children's Services Bureau or in adult protective services in the Adult Protective Services in Aging and Independent Services which have been identified and designated as requiring Spanish bilingual skills. The Health & Human Services Agency will recommend the effective date for Spanish bilingual pay as the date the employee is assigned such duties or passes the Spanish bilingual proficiency test, whichever is later. Effective 7/3/98, the rate for Class A Spanish bilingual skills is seventy-two dollars (\$72.00) biweekly or eighty (80) hours of paid service. Thereafter the FLSA regular rate for overtime shall apply. To qualify for this rate the employee must be assigned to a position designated as requiring Spanish bilingual skills fifty percent (50%) or more of the time, or forty (40) hours or more in an eighty (80) hour biweekly pay period, or to a position designated as requiring technical Spanish bilingual skills (reading, writing, translating). The fifty percent (50%) usage requirement shall mean the actual time spent conversing or interpreting in the Spanish language.</p>		<p>The appointing authority may assign a qualified employee to perform Spanish bilingual duties in child protective services positions in the Children's Services Bureau or in adult protective services in the Adult Protective Services in Aging and Independent Services which have been identified and designated as requiring Spanish bilingual skills. The Health & Human Services Agency will recommend the effective date for Spanish bilingual pay as the date the employee is assigned such duties or passes the Spanish bilingual proficiency test, whichever is later. Effective 7/3/98, the rate for Class B Spanish bilingual skills is forty dollars (\$40.00) biweekly or eighty (80) hours of paid service. Thereafter the FLSA regular rate for overtime shall apply. To qualify for this rate the employee must be assigned to a position designated as requiring Spanish bilingual skills less than fifty percent (50%) of the time or thirty-nine (39) hours or less in an eighty (80) hour biweekly pay period. This less than fifty percent (50%) usage requirement shall mean the actual time spent conversing or interpreting in the Spanish language.</p>	
<u>Biweekly Rate:</u>	<u>Eligible Classes:</u>	<u>Biweekly Rate:</u>	<u>Eligible Classes:</u>
<p>(3) <u>Spanish Language:</u> Seventy-two Dollars [\$72.00] biweekly.</p>	<p>In Child Protective Services in the Children Services Bureau: 5235 Social Worker I 5253 Protective Services Wkr II 5254 Protective Services Wkr III 5257 Protective Services Wkr I 5259 Protective Services Supv. 5265 Social Worker II 5260 Social Worker III 5266 Social Worker IV 5261 Social Worker V</p> <p>In Adult Protective Services in Aging & Independent Services: 5237 Adult Protective Services Specialist 5238 Senior Adult Protective Services Spec. 5239 Adult Protective Services Supervisor</p>	<p>(3) <u>Spanish Language:</u> Forty Dollars [\$40.00] biweekly</p>	<p>In Child Protective Services in the Children Services Bureau: 5235 Social Worker I 5253 Protective Services Wkr II 5254 Protective Services Wkr III 5257 Protective Services Wkr I 5259 Protective Services Supv. 5260 Social Worker III 5261 Social Worker V 5265 Social Worker II 5266 Social Worker IV</p> <p>In Adult Protective Services in Aging & Independent Services: 5237 Adult Protective Services Specialist 5238 Senior Adult Protective Services Spec. 5239 Adult Protective Services Supervisor</p>

Employees in designated classes eligible to receive this premium shall not also be eligible to receive either the Bilingual Premium or the Recruitment/Retention Bilingual Premiums contained in sections 1 and 2 of this section.

For purposes of terminal pay, this Spanish bilingual premium shall not be computed in the employee's base wage rate.

Section 8. Subsections (g)(2) and (g)(3) of section 4.2.1 of the Compensation Ordinance are hereby amended and added to read as follows:

SECTION 4.2.1: VACATION.

(g) Payoff of Unused Vacation.

Separation from County Service.

- (2) Except as otherwise provided in Article 4.2.1(g)(3) below, an eligible employee separating from County service, whether voluntarily or involuntarily, or ceasing to earn vacation credit due to changing from a biweekly to other pay rate, shall be paid the monetary value of all available vacation credit, including credit earned during the pay period in which the change of status occurs. The monetary value shall be computed on the basis of the employee's rate of pay at the time of separation or change of status, and shall not include any increase in pay which would have occurred had the vacation been granted, nor shall it include payment for any holiday. Notwithstanding the above, an eligible employee retiring from County service may be granted pre-retirement vacation in lieu of being paid its monetary value.
- (3) Notwithstanding any other provision in this Article 4.2.1(g), for employees designated AM, AS, CC, CE, CEM, CS, DA, DI, DM, EC, EM, EU, MA, NA, NE, NM, NR, PD, PM, SD0, SD1, SD2, SO, SM, SW, or UM, an eligible employee who is a participant in the County of San Diego Defined Benefit Pension Plan or the County of San Diego Defined Contribution Savings Plan or both of such plans on the date of his or her separation from County service, shall not be paid the monetary value of all available vacation credit as provided in Article 4.2.1(g) above but, in lieu of such payment, shall receive the benefits provided for under the County of San Diego Defined Benefit Pension Plan and the County of San Diego Defined Contribution Savings Plan, if any, as provided therein.

Section 9. Subsection (i) of section 4.2.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.2: SICK LEAVE.

(i) Conversion of Sick Leave Credits to Cash at Termination or Retirement

Notwithstanding the provisions of Article 4.2.2 (f) herein, upon retirement, deferred retirement, disability retirement from County service, death or termination, all or a portion of an eligible employee's sick leave balance may be converted to cash at fifty percent (50%) of its value, except as otherwise provided below in this Article 4.2.2(i)(1). One hundred percent (100%) of all sick leave credits that are paid to the employee in cash at 50% will be removed from the employee's sick leave balance.

Representation Status Designator

UM, EC, EM, EU, NA, NE, NR, SD0, and SD1.

- (1) Notwithstanding any other provision in this Article 4.2.2(i), an eligible employee who is a participant in the County of San Diego Defined Benefit Pension Plan or the County of San Diego Defined Contribution Savings Plan or both of such plans on the date of his or her separation from County service, shall not be paid the monetary value of the sick leave balance otherwise payable under this Article 4.2.2(i) but, in lieu of such payment, shall receive the benefits provided for under the County of San Diego Defined Benefit Pension Plan and the County of San Diego Defined Contribution Savings Plan, if any, as provided therein.


Representation Status Designator

AM, AS, CC, CE, CEM, CS, DA, DI, DM, EC, EM, EU, MA, NA, NE, NM, NR, PD, PM, SD0, SD1, SD2, SO, SM, SW, and UM.

Section 10. Effective Date. Sections 3, 4, 5, 6, 7, 8, and 9 of this ordinance affect compensation and shall take effect upon adoption. 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 11. Operative Date. Operative dates by specified section are listed in the table below.

Section Number	Operative Date
Section 1	02/07/03 06/27/03 06/25/04 06/24/05
Section 2	02/07/03
Section 3	01/10/03 06/27/03 06/25/04 06/24/05
Section 4	01/10/03
Section 5	01/10/03
Section 6	02/21/03 05/23/03 08/08/03 11/14/03
Section 7	01/10/03
Section 8	01/10/03
Section 9	01/10/03

APPROVED AS TO FORM AND LEGALITY
 COUNTY COUNSEL
 By 
 CHIEF DEPUTY COUNTY COUNSEL

Effective Date. This ordinance shall take effect and be in force thirty (30) days after the date of its passage, and before the expiration of fifteen (15) days after its passage it shall be published once, with the names of members voting for and against the same in the San Diego Commerce, a newspaper of general circulation published in the County of San Diego.

PASSED, APPROVED and ADOPTED this 8th day of January, 2003, Minute Order No. 5

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

The Ordinance was adopted by the following vote:

AYES: Cox, Jacob, Slater, Roberts, Horn



ATTEST my hand and the seal of the Board of Supervisors
this 8th day of January, 2003.

THOMAS J. PASTUSZKA
Clerk of the Board of Supervisors

By: *Denise McClendon*
Denise McClendon, Deputy

Ordinance No. 9526
1/8/03 (5)