

ORDINANCE NO 9786 (NEW SERIES)

**AN ORDINANCE AMENDING THE COMPENSATION ORDINANCE 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 compensation for classes designated AE, CC, CL, CR, CS, CM, FS, HS, MM, PD, PM, PO, PR, PS, RN, SS, and SW, effective June 23, 2006, June 22, 2007, and June 20, 2008.

Section 2. Effective Date. This ordinance affects compensation and shall take effect upon 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 3. Section 1.6.2 (d) (3) (d) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.2: SCHEDULED OVERTIME

(d)(3)(d) For eligible employees in classes designated AE, CE, CEM, CL, CM, CR, DS, FS, MM, PR, PS, RN, SM or SS, SW, all non-FLSA compensatory time balances for "N" designated classes shall be paid off at the final hourly rate in the event of death of the employee.

Section 4. Section 1.6.2 (h) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.2: SCHEDULED OVERTIME

(h) **Accrual Limits.** To the extent the appointing authority authorized overtime and an employee is allowed to accrue and accumulate compensatory time off, such accumulation shall be limited to the following maximum number of hours at the beginning of any biweekly pay period:

- (1) For employees in classes designated DI or DM the maximum accumulation shall be one hundred twenty (120) hours. For employees in classes designated DI or DM, the District Attorney may authorize the accumulation of compensatory time in excess of 120 hours but not more than a maximum of one hundred sixty (160) hours. Employees who have accumulated compensatory time off balances in excess of 160 hours shall be paid in cash for overtime actually worked in excess of the authorized 160 hours.
- (2) Employees in classes designated DS and AE, CL, CM, CR, FS, HS, MM, PO, PR, PS, RN, SO, SS and SW, the maximum accumulation of FLSA compensatory hours shall be one hundred twenty (120) hours.

An employee in a class designated DS, who has compensatory time in excess of the

maximum allowable (120 hours) as of March 31, 2006 and classes designated AE, CL, CM, CR, FS, HS, MM, PO, PR, PS, RN, SO, SS and SW as of June 23, 2006, shall have until June 30, 2007, to bring the accumulation balance to one hundred twenty (120) hours. For employees who have accumulated FLSA-compensatory time off balances that reach one hundred twenty (120) hours shall be paid cash for overtime hours actually worked over the maximum FLSA compensatory time balance of one hundred twenty (120) hours.

Refer to Section 1.6.11 for the maximum accumulation of Non-FLSA compensatory time balances.

- (3) For employees in classes designated MA, the maximum accumulation shall be eighty (80) hours.

An employee promoted to a class designated MA after September 14, 1984, who has compensatory time in excess of the maximum allowable (80 hours), shall have one year from the date of promotion to use the excess compensatory time, provided that the excess hours shall be adjusted using the rate for the new class in order to prevent inflation. The computation and use of these excess hours shall be manually controlled by the appointing authority. The formula for this adjustment is:

Compensatory time balance on promotion date

- (minus) 80 hour compensatory time limit

= Excess hours

$$\text{Excess hours} \times \frac{\text{former rate}}{\text{new rate}} = \text{adjusted hours}$$

The adjusted hours shall be reduced to zero on or before one calendar year following promotion or forfeited on that date.

- (4) For all other employees in classes eligible to accrue compensatory time off, the maximum accumulation shall be two hundred (200) hours.
- (5) Employees in classes designated AE, CL, CM, FS, HS, PR, PS, SS, MM, CR, or RN, who transfer for any reason other than discipline or demote in lieu of layoff to a class whose maximum allowable accumulation of compensatory time off is less than that of the class the employee is transferring or demoting from, shall be given one year from the date of such transfer or demotion to reduce accumulated compensatory time off to the lower maximum amount.

Section 5. Section 1.6.5 (c) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.5: NIGHT SHIFT.

- (c) (1) Employees in eligible classes shall receive fifty-five cents (\$.55) for each night shift hour worked when more than half of the hours of such shifts occur between the hours of 5:00 p.m. and 8:00 a.m.

Eligible Classes: Classes designated AE, CL, CM, CR, FS, HS, MM, PR, PS, SS or SW; classes designated CE or CEM whose biweekly rate of pay at the top step is not more than \$2,144.00; and

0740	Emergency Room Psychiatrist
4521	Nurse Permittee
4533	Inservice Education Coordinator
4565	Public Health Nurse II
4566	Public Health Nurse I
4567	Public Health Nurse III

- (2) Employees in eligible classes shall receive one dollar and twenty-five cents (\$1.25) for each hour worked on an established second shift where more than half the hours of the shift occur between 5:00 p.m. and midnight; and two dollars and twenty-five cents (\$2.25) for each hour worked on an established third shift where more than half the hours of the shift occur between midnight and 8:00 a.m.

<u>Eligible Classes:</u>	
4517	Certified Nurse Practitioner
4525	Psychiatric Nurse
4526	Head Psychiatric Nurse
4527	Clinical Nurse Specialist
4536	Head Staff Nurse
4538	Staff Nurse
4544	Supervising Nurse
4545	Sheriff's Detentions Cert. Nurse Practitioner
4548	Sheriff's Detentions Nurse II
4549	Sheriff's Detentions Nurse I

- (3) Retention/Recruitment Night Shift Premium: Employees in eligible class shall receive one dollar and fifty-five cents (\$1.55) for each hour worked on an established second (night) and/or third (graveyard) shift where more than half the hours of the shift occur between 5:00 p.m. and 8:00 a.m.

Eligible Class:

5091 Residential Care Worker Supervisor

- (4) Employees in eligible classes shall receive seventy-five cents (\$.75) for each night shift hour worked when more than half of the hours of such shifts occur between the hours of 5:00 p.m. and 8:00 a.m.

Eligible Classes: Classes designated PO and SO

Section 6. Section 1.6.6 (c) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.6: NON-ROUTINE SHIFT CHANGE.

- (c) (1) Employees in eligible classes shall receive a one-time payment of thirty dollars (\$30) for each non-routine shift change.

Eligible Classes: Classes designated SO and SW; classes designated CE or CEM with a biweekly rate of pay which, at the top step, does not exceed \$992.80; classes designated PO except relief officers.

- (2) Employees in classes designated DS shall begin a new work week beginning at the time the employee commences to work under a shift assignment schedule. Whenever an employee commences to work a new shift schedule which includes a day that would otherwise have been one of the employee's two (2) consecutive days of rest under the employee's former schedule, the employee shall receive overtime compensation for all time worked during either of the former schedule's two days of rest.
- (3) Employees in eligible classes shall receive a one-time payment of thirty-five dollars (\$35) for each non-routine shift change.

Eligible Classes: Classes designated AE, CL, CM, CR, FS, HS, MM, PR, PS, RN and SS.

Section 7. Section 1.6.11 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.6.11: NON-FLSA COMPENSATORY TIME ACCUMULATION

- (a) Employees in classes designated DS and AE, CL, CM, CR, FS, HS, MM, PO, PR, PS, RN, SO, SS and SW can accumulate a maximum of forty (40) hours of non-FLSA compensatory time off. The employee shall not be required to take off or be paid for such hours. Any non-FLSA compensatory time accumulated shall be accounted for separately from FLSA compensatory time. For employees in classes designated DS who have been authorized to use compensatory time, the time off shall be deducted first from employee's non-FLSA compensatory time accumulation balances.
- (b) Employees in classes designated DS who have non-FLSA compensatory time in excess of the maximum allowable (40 hours) as of March 31, 2006 and classes designated AE, CL, CM, CR, FS, HS, MM, PO, PR, PS, RN, SO, SS and SW as of June 23, 2006, shall have until June 30, 2007, to bring accumulation balances to forty (40) hours.

Failure to do so will result in the loss of non-FLSA compensatory hours in excess of forty (40) hours.

- (c) Refer to Section 1.6.2 (h) (3) for the maximum accumulation of FLSA compensatory time balances.

Section 8. Section 1.7.4 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.7.4: TOWER CLIMBING PREMIUM.

Employees in the classes listed below shall be paid an additional one dollar and fifty cents (\$1.50) per hour for time actually spent climbing telecommunications towers. This premium shall apply to time worked and shall not apply towards paid time off or terminal payoff.

Eligible Classes

- 6152 – Telecommunications Tech Trainee
- 6151 – Telecommunications Tech I
- 6150 – Telecommunications Tech II
- 6149 – Telecommunications Tech III
- 6148 – Telecommunications Tech IV

Section 9. Section 1.7.28 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.7.28: SHIFT LEADER PREMIUM

Eligible employees in PO bargaining unit shall receive a differential of one dollar and seventy-five cents (\$1.75) per hour when assigned as a shift-leader. This premium shall not apply to paid leave and shall not apply to terminal payoff.

Section 10. Section 1.7.33 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.7.33: TRAINER PREMIUM

Eligible employees in PO or SO bargaining units shall receive a training differential of one dollar and seventy-five cents (\$1.75) per hour when assigned to instruct a class. This premium shall not apply to paid leave and shall not apply to terminal payoff.

Section 11. Section 1.8.3 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.8.3: MEDICAL AND DETENTION FACILITY ASSIGNMENT.

- (a) Eligible employees assigned to work at a detention facility as his/her primary work location shall be paid twenty-five cents (\$.25) per hour in addition to the salary prescribed for his/her class for each hour worked in the following locations.

Health & Human Services Agency	
Initial Intake, Admissions and Screening of Kids:	
•	Polinsky Children's Center
Emergency Screening:	
•	Vista Hill Hospital
Inpatient units, Admissions and Screening:	
•	San Diego County Psychiatric Hospital
Medication Management:	
•	Central Regional Clinic
•	East County Outpatient Clinic
•	Forensic Mental Health Services
•	Grantville
•	North Coastal Outpatient Clinic
•	North Inland Outpatient Clinic
•	South East Region Outpatient Clinic

Sheriff's Department	
Jail Information	
Booking Section	
Release Section	
Dispensary	
Psychiatric Security Unit at the Jail	
Jail Kitchens	
Central Laundry	
Central Production Center	

Probation Department	
<ol style="list-style-type: none"> 1. East Mesa Juvenile Detention Facility 2. Kearny Mesa Juvenile Detention Facility 3. Camp Barrett 4. Juvenile Ranch Facility 	

Eligible Classes:

2403	Accounting Technician
2430	Cashier
2493	Payroll Clerk
2494	Intermediate Account Clerk
2510	Senior Account Clerk

Probation Department

1. East Mesa Juvenile Detention Facility
2. Kearny Mesa Juvenile Detention Facility
3. Camp Barrett
4. Juvenile Ranch Facility

Eligible Classes:

2511	Senior Payroll Clerk
2513	Senior Cashier
2521	Account Clerk Specialist
2650	Stock Clerk
2655	Storekeeper III
2658	Storekeeper II
2660	Storekeeper I
2664	Pharmacy Stock Clerk
2700	Intermediate Clerk
2708	Hospital Unit Clerk
2709	Departmental Clerk
2710	Junior Clerk
2715	Records Clerk
2725	Principal Clerk I
2729	Office Support Specialist
2730	Senior Clerk
2745	Supervising Clerk
2756	Administrative Secretary I
2757	Administrative Secretary II
3007	Junior Word Processor
3008	Senior Word Processor
3009	Word Processor
3046	Medical Records Clerk
3049	Medical Records Technician
3055	Senior Medical Records Technician
4260	Pharmacy Technician
5236	Departmental Aide
6405	Food Services Supervisor
6410	Senior Cook
6411	Cook
6415	Food Services Worker
6520	Linen Marker & Distributor
6530	Laundry Worker
6531	Laundry Worker II (T)
7520	Sewing Room Operator
7530	Sewing Room Supervisor

(b) Eligible employees in the classes listed below shall be compensated an additional twenty-five

cents (\$.25) per hour for each hour worked in a locked facility. This premium shall apply to time worked and shall not apply towards paid time off or to terminal payoff.

Eligible Classes

- 2650 Stock Clerk
- 5884 Building Maintenance Engineer
- 5885 Building Maintenance Supervisor
- 5905 Carpenter
- 5920 Electrician
- 5930 Mason
- 5940 Painter
- 5950 Plumber
- 5960 Air Conditioning & Refrigeration Mechanics
- 6161 Electronic Security & Systems Technician
- 6180 Welder
- 6200 Building Maintenance Assistant
- 6204 Carpenter Assistant
- 6210 Electrician Assistant
- 6224 Painter Assistant
- 6230 Plumber Assistant
- 6410 Senior Cook
- 6510 Senior Laundry Worker
- 7030 Senior Custodian
- 7099 Sheriffs Range Guard

Section 12. Section 1.8.7 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.8.7: JAIL/INSTITUTIONAL LOCATIONS: Sheriff's Social Work Unit.

An eligible employee in a classification designated below whose principal assignment is to jail institutional work locations specifically designated below shall receive additional compensation at a rate approximately ten percent (10.0%) above the employee's regular base rate for such assignment. This premium shall apply to time worked but shall not apply to terminal payoff.

Designated Jail/Institutional Work Locations	Eligible Classes
1. Central Jail 2. Colinas (Women's & Men's) 3. George Bailey Detention Facility 4. Vista Detention Facility	4400 Occupational Therapist II 4407 Recreational Therapist 4421 Rehabilitative Therapist 5031 Chaplain Coordinator 5279 Sheriff's Detention, Mental Health Clinician 5280 Sheriff's Detention, Chief Mental Health Clinician

Section 13. Section 1.8.9 of the Compensation Ordinance is hereby added to read as follows:

SECTION 1.8.9: INMATE SUPERVISION PREMIUM

An employee, as designated by the appointing authority, in the eligible classes listed below shall be paid an additional one dollar and twenty-five cents (\$1.25) per hour for the supervision of inmates. This premium shall not apply towards paid time off or terminal payoff. This premium shall only apply to time worked.

Eligible Classes

2650 Stock Clerk
2655 Storekeeper III
2658 Storekeeper II
2660 Storekeeper I
5884 Building Maintenance Engineer
5905 Carpenter
5920 Electrician
5930 Mason
5940 Painter
5950 Plumber
5960 Air Conditioning & Refrigeration Mechanic
6160 Electronic Security & Systems Technician
6410 Senior Cook
6411 Cook
6415 Food Service Worker
6510 Senior Laundry Worker
7030 Senior Custodian
7099 Sheriffs Range Guard

Section 14. Section 1.8.10 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.8.10: PSYCHIATRIC FACILITY LOCATION PREMIUM

Employees in classifications designated below whose principal assignment is to the psychiatric hospital shall receive additional compensation at a rate of five percent (5%) above their regular base rate for such assignment. This premium shall not apply towards paid time off or terminal payoff.

Eligible Classes

4162 Consultant in Internal Medicine
4196 Psychiatrist II
4198 Psychiatrist I
4199 Psychiatrist III
4405 Occupation Therapist I
4406 Recreational Therapy Aide
4407 Recreational Therapist
4410 Occupational Therapist II
4525 Psychiatric Nurse

- 4526 Head Psychiatric Nurse
- 4533 In-service Education Coordinator
- 4544 Supervising Nurse
- 4839 Mental Health Aide
- 4910 Community Living Aide
- 5102 Licensed Mental Health Clinician
- 5250 Senior Psychiatric Social Worker
- 5251 Psychiatric Social Worker

Section 15. 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 and: 5225 Human Services Control Specialist 5246 Patient Services Specialist III (T)	(2) Twenty dollars [\$20.00] biweekly.	Classes designated AE, CL, CM, CR, FS, MM, PR, PS, SS, HS, RN, and: 5225 Human Services Control Specialist 5246 Patient Services Specialist III (T)

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 positions in the adult protective services in the Adult Protective Services in Aging and Independent Services that 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 positions in adult protective services in the Adult Protective Services in Aging and Independent Services that 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>
(3) Spanish Language: Seventy-two Dollars [\$72.00] biweekly	In Adult Protective Services in Aging & Independent Services: 5237 Adult Protective Services Specialist 5238 Senior Adult Protective Services Spec. 5239 Adult Protective Services Supervisor	(3) Spanish Language: Forty Dollars [\$40.00] biweekly	In Adult Protective Services in Aging & Independent Services: 5237 Adult Protective Services Specialist 5238 Senior Adult Protective Services Spec. 5239 Adult Protective Services Supervisor

RETENTION/RECRUITMENT BILINGUAL PREMIUM (ALL LANGUAGES)

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 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.

Biweekly Rate:

Eligible Classes:

(4) Sixty dollars
[\$60.00]
biweekly

5223 Human Services Specialist
4913 Protective Services Assistant
4911 Social Services Aide

Biweekly Rate:

Eligible Classes:

(4) Thirty dollars
[\$30.00]
biweekly

5223 Human Services Specialist
4913 Protective Services Assistant
4911 Social Services Aide

Protective Service Worker/Social Worker, Recruitment/Retention Bilingual Premium

The appointing authority may assign a qualified employee to perform bilingual duties in child welfare services and social worker positions which have been identified and designated as requiring bilingual skills. The Health & Human Services Agency will recommend the effective date for bilingual pay as the date the employee is assigned such duties or passes the bilingual proficiency test, whichever is later. Effective 6/23/06, the rate for Class A bilingual skills is ninety dollars (\$90.00) 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 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 bilingual skills (reading, writing, translating). The fifty percent (50%) usage requirement shall mean the actual time spent conversing or interpreting in a second language.

The appointing authority may assign a qualified employee to perform bilingual duties in child welfare services and social worker positions which have been identified and designated as requiring bilingual skills. The Health & Human Services Agency will recommend the effective date for bilingual pay as the date the employee is assigned such duties or passes the bilingual proficiency test, whichever is later. Effective 6/23/06, the rate for Class B bilingual skills is forty-five dollars (\$45.00) 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 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 a second language.

<u>Biweekly Rate:</u>	<u>Eligible Classes:</u>	<u>Biweekly Rate:</u>	<u>Eligible Classes:</u>
(5) Ninety dollars [\$90.00] biweekly	5235 Social Worker I 5253 Protective Services Wkr 5254 Sr Protective Services Wkr 5260 Social Worker III 5261 Social Worker V 5265 Social Worker II 5266 Social Worker IV	(5) Forty-five dollars [\$45.00] biweekly	5235 Social Worker I 5253 Protective Services Wkr 5254 Sr Protective Services Wkr 5260 Social Worker III 5261 Social Worker V 5265 Social Worker II 5266 Social Worker IV

Employees in designated classes eligible to receive the Protective Services Supervisor and Adult Protective Services Supervisor Spanish Recruitment/Retention Bilingual Premium or the Protective Services Worker/Social Worker Recruitment/Retention Bi-lingual 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 16. Sub-section 1.12.4 (a) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.12.4: MASTER OF SOCIAL WORK (MSW).

- (a) Employees in eligible classes shall be paid fifty dollars (\$50) biweekly upon furnishing satisfactory evidence that he/she possesses a Master of Social Work (MSW) degree.

Eligible Classes

- 5203 Aging Program Specialist I
- 5204 Aging Program Specialist II
- 5205 Aging Program Specialist III
- 5237 Adult Protective Services Specialist
- 5238 Senior Adult Protective Services Specialist
- 5239 Adult Protective Services Supervisor
- 5259 Protective Services Supervisor
- 5270 Social Work Supervisor
- 5289 Health & Human Svcs Admin III

Section 17. Section 1.12.12 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.12.12: PROFESSIONAL STIPEND. Eligible employees in the Deputy County Counsel classifications shall receive an annual six hundred dollars (\$600) stipend for professional expenses. The County shall, on the payday for the payroll period number 05 of each year, pay such a stipend to employees who are in job classifications in the CC and CS units in Payroll number 04 of that year.

Section 18. Section 1.12.13 of the Compensation Ordinance is hereby added to read as follows:

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

Section 19. Section 1.12.14 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.12.14: ADVANCED APPRAISER CERTIFICATE PREMIUM

An employee in an eligible class listed below shall be paid \$50 (fifty dollars) bi-weekly upon furnishing satisfactory evidence that he/she possesses an Advanced Appraiser Certificate issued by the State of California.

Eligible Classes

- 5502 Appraiser IV
- 5503 Appraiser III
- 5504 Appraiser II
- 5505 Appraiser I
- 5512 Supervising Appraiser I
- 5513 Supervising Appraiser II
- 5514 Division Chief I, Assessor/Recd/CC
- 5515 Division Chief II, Assessor/Recd/CC
- 5526 Audit Appraiser III
- 5527 Audit Appraiser II
- 5528 Audit Appraiser I
- 5529 Supervising Audit Appraiser
- 5530 Audit Appraiser Specialist

Section 20. Section 1.13.9 (b) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 1.13.9: INITIAL UNIFORM ALLOWANCE.

(b) Employees in classes designated PO and SO initially employed or assigned to the facilities listed below shall be paid an amount not to exceed the following:

Designated Assignment	Initial Uniform Allowance
1. Camp Barrett	\$ 700
2. Work Project – CDPO I & II	700
3. Juvenile Ranch	450
4. Work Project – Senior Probation Officer	300
5. Girls Rehabilitation Facility	300
6. East Mesa Juvenile Detention Facility	300
7. Kearny Mesa Juvenile Detention Facility	300
8. Regional Drop Off Centers	300

Designated Assignment	Initial Uniform Allowance
9. Armed Units	250

If an eligible employee separates or is separated from employment for any reason during the probationary period, all patches issued to the employee shall become the property of the County and shall be returned to the County at the place and time designated by the Chief Probation Officer.

Section 21. Sub-sections 1.13.10 (c), (e) and (g) of the Compensation Ordinance are hereby amended to read as follows:

SECTION 1.13.10: UNIFORM ALLOWANCE (INITIAL ISSUE AND MAINTENANCE / REPLACEMENT).

- (c) Initial Issue and Uniform Maintenance/Replacement Rates by Class. The initial issue shall be in the three-thirds amount shown below. Employees who are furnished uniforms at no cost shall not be covered by this uniform allowance provision. Employees who receive a uniform allowance are required to wear the uniform while on duty. For purposes of computing the correct annual maintenance payment amount, three-thirds (3/3) of the uniform allowance for each eligible class is:

Class No.	Title	Three-Thirds (3/3) Allowance
4545	Sheriff's Detentions Certified Nurse Pract.	\$ 300
4548	Sheriff's Detentions Nurse	300
4615	Nurses Assistant	300
4618	Psychiatric Technician	300
4625	Licensed Vocational Nurse	300
4626	Sheriff's Detentions LVN	300
5700	Animal Care Attendant	650
5703	Animal Control Officer	650
5707	Animal Control Officer Trainee	650
5710	Registered Veterinary Technician	650
5711	Supervising Animal Control Officer	650
5748	Community Service Officer	650
6019	Road Crew Supervisor	400
6023	Road Maintenance Worker	400
6025	Road Structure Worker I	400
6026	Road Structure Worker II	400
6027	Road Structure Worker III	400
6035	Equipment Operator	400

Class No.	Title	Three-Thirds (3/3) Allowance
6036	Senior Equipment Operator	400
6332	Park Ranger	550
6342	Senior Park Ranger	550
6343	Supervising Park Ranger	550
6410	Senior Cook	400
6411	Cook	400
6415	Food Services Worker	400
7518	Public Works Trainee	400

- (e) Uniform Maintenance/Replacement Rates for Classes Designated PO and SO. For purposes of computing the correct payment amount, three-thirds (3/3) of the uniform allowance for classes designated PO and SO in each designated assignment is:

Designated Assignment	Three-Thirds (3/3) Allowance
1. Camp Barrett	\$ 550
2. Work Project – CDPO I & II	550
3. Juvenile Ranch	350
4. Girls Rehabilitation Facility	300
5. East Mesa Juvenile Detention Facility	300
6. Kearny Mesa Juvenile Detention Facility	300
7. Work Project – Senior Probation Officer	300
8. Regional Drop Off Centers	300
9. Armed Units	250

- (g) Hard-Toe Shoes/Non-slip Safety Shoes: Upon determination by the appointing authority that hard-toe shoes are appropriate for duties performed, the County shall pay eligible employees \$100 upon proof of purchase of department-approved hard-toe shoes. Employees may accrue up to three years' worth of reimbursement for the purchase of safety footwear. Employees who do not spend \$100 in the previous fiscal year shall have up to \$200 available in the second year. Employees who do not spend \$100 in each of the two previous fiscal years shall have up to \$300 available in the third year. Maintenance after purchase and reimbursement will be the responsibility of the employee, however a portion of the reimbursement may be used for shoe repair.

- (1) Hard Toe Shoes:

Eligible Classes: Classes designated AE, CL, CM, CR, FS, HS, MM, PR or PS.

- (2) Non-Slip Safety Shoes:

Eligible Classes:

4210 Associate Veterinary Pathologist

4230 Veterinary Pathologist

- 4317 Disease Research Scientist
- 4318 Histology Technician
- 4319 Senior Histology Technician
- 4321 Senior Disease Research Scientist
- 5710 Registered Veterinary Technician

Section 22. Section 2.1.7 of the Compensation Ordinance is hereby repealed:

SECTION 2.1.7: RATIFICATION BONUS

(Repealed 6/23/06)

Section 23. Sub-section 4.2.1 (f) (3) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.1: VACATION.

- (f) (3) Notification of Required Usage. The County shall provide one-time notification to employees who have reached eighty percent (80%) of their Maximum Balance. Employees who subsequently reduce their balance below eighty (80%) will be notified again on a one-time basis upon reaching eighty (80%) of their Maximum Balance.

Section 24. Sub-sections 4.2.2 (e) (6) (a) and (b) of the Compensation Ordinance are hereby amended to read as follows:

SECTION 4.2.2: SICK LEAVE.

- (6) Care for Immediate Family. Employees in eligible classes may be granted sick leave to care for a member of the employee's immediate family, in accordance with the following provisions:

- (a) Up to a maximum of eighty (80) hours of sick leave in a twelve (12) month period for the purpose of caring for a member of his/her immediate family who is ill or injured. If the employee requests sick leave in excess of eighty (80) hours in order to care, or arrange care, for a member of his/her immediate family who is critically or terminally ill, additional sick leave is available to the employee when granted by the appointing authority upon receipt of satisfactory verification from a physician.

Eligible Classes: Classes designated AE, CE, CEM, CL, CM, DI, DM, DS, EM, FS, HS, MM, NA, NE, NM, NR, NS, PD, PM, PO, PR, PS, RN, SO, SD0, SD1, SD2, SD5, SM, SS, SW and UM.

- (b) Up to a maximum of forty (40) hours of sick leave in a twelve (12) month period for the purpose of caring for a member of his/her immediate family who is ill or injured. If the employee requests sick leave in excess of forty (40) hours in order to care, or arrange care, for a member of his/her immediate family who is critically or terminally ill, additional sick leave is available to the employee when granted by the appointing authority upon receipt of satisfactory verification from a physician.

Eligible Classes: Classes designated AM, AS, DA and MA.

Section 25. Section 4.2.3 (A) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.3: INJURY LEAVE.

4. Any time the appointing authority upon investigation certifies that suitable light-duty employment is available, and employee refused to accept it.

Eligible Classes:

Classes designated AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, DI, DM, DS, FS, HS, MA, MM, NM, NS, PD, PM, PR, PS, RN, SD2, SD5, SM, SS and SW.

Any time the appointing authority upon investigation certifies that suitable light-duty employment is available, and employee refused to accept it.

Eligible Classes:

Classes designated AE, CE, CEM, CL, CM, CR, FS, HS, MA, MM, NM, NS, PR, PS, RN, SD2, SD5, and SS.

Section 26. Sub-sections 4.2. (b) and (c) of the Compensation Ordinance are hereby amended to read as follows:

SECTION 4.2.6: MILITARY LEAVE.

- (b) Review and Approval. Military leave requests shall be subject to review and approval by the Director, Department of Human Resources.
- (c) Request. Employees who have been ordered to military service must submit notice (either orally or in writing) of their need for leave. Employees should provide 30 days advanced notice of the need for leave, if practicable.

Section 27. Sub-section 4.2.13 (c) (1) (c) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.13: CATASTROPHIC LEAVE PROGRAM.

- (a) Definition. The catastrophic leave program is a process by which one or more employees may donate vacation credits (or up to twenty-four (24) hours of sick leave per fiscal year for employees in classes listed in subsection (c)) for use by another employee who, due to catastrophic illness or injury, has exhausted all earned leave credits, including but not limited to sick leave, compensatory time, holiday credits and disability leave and is therefore facing financial hardship.
- (b) Eligibility: Employees in classes designated AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, EC, EM, FS, HS, MA, MM, NA, NE, NM, NR, NS, PD, PM, PO, PR, PS, RN, SD0, SD1, SD2, SD5, SO, SS, SW and UM are eligible to donate up to 24 hours of sick leave credits annually when participating in this program.
- (c) (1) Subject to verification by the appointing authority, the employee requesting catastrophic leave is required to be absent from work due to injury or prolonged personal illness, or that of the employee's spouse, registered domestic partner, a domestic partner listed on an "Affidavit for Enrollment of Domestic Partners" submitted to employee benefits, parent, or child.

Section 28. Section 4.2.22 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 4.2.22: ASSOCIATION PRESIDENT'S LEAVE.

Association President Leave is granted to allow the President of the Deputy Sheriff's Association and the President of the Probation Officers' Association of San Diego County release time from regularly scheduled duties for the purpose of Association business pertaining to the County of San Diego.

For the President of the Deputy Sheriff's Association, such release time is for a maximum of 85 hours in a work period and 2,210 hours per fiscal year.

For the President of the Probation Officers' Association, such release time is for a maximum of 80 hours in a work period and 2,080 hours per fiscal year.

- (a) Eligible Classes. Classes designated as DS, SM, and PO.
- (b) Request. The Deputy Sheriff's Association shall direct the request for release time to the Sheriff, in writing, at least thirty (30) days prior to the period of the specified requested leave.

SEIU Local, 2028/SDPOA shall direct the request for leave time to the Chief Probation Officer in writing at least thirty (30) days prior to the period of the specified requested leave. Less than thirty (30) days notice will be acceptable to the Department providing operational needs have been addressed.

- (c) Compensation. The Association President shall be compensated at his/her base rate of pay exclusive of any previously held specialty assignments or premium pay for duties not being performed while on Association President's leave, except as noted below. For the DSA, Base Rate pay includes:
- Education Bonus
 - Detective Assignment Premium
 - Corporal Assignment Premium
 - Quality First Program
- For the SDPOA, Base Rate pay includes:
- Quality First Program

The released Association President on leave will not be eligible for any previously held assignment benefits including the use of County vehicles.

- (d) Benefits. The Association President will be eligible for all applicable employee benefits of a regular DS, SM or PO employee as applicable.
- (e) Leave Accounting. Each employee in the DS and SM units who have paid service in payroll 01 of each year, will have an equal number of hours deducted from their eight-and-one-half (8 1/2) hours Floating Holiday time (County Comp Time) in payroll 02. The initial leave deduction will take place in payroll 02 of 04/05 and will include an additional proration for the period covered in 03/04 as determined by the Auditor/Controller. Successive years will be prorated as determined by previous fiscal year actual leave usage.
- Each employee in the PO unit who has paid service in payroll 02 of each year, will have an equal number of hours deducted from their twenty four (24) hours Floating Holiday time in payroll 03. Successive years will be prorated as determined by leave usage.
- (f) Leave Balances. When using approved vacation, sick leave, FLSA or County Comp time, leave credit deduction will be made from the Association President's appropriate balances.
- (g) Return to Duty. If the Association President is assigned to incidental training, emergency duty, or other necessary duty, he/she will be compensated by the County in accordance with the applicable Memorandum of Agreement.
- (h) Expiration of Leave. At the conclusion of the Association President's leave, the Association President shall be returned to duties associated with his/her job classification with no guarantee to any previously held specialty assignments or premium pay. For DS and SM, any Detective or Corporal assignment premium not directly related to newly assigned duties shall cease until eligibility is reestablished.

Section 29. Sub-sections 5.1.4 (a) and (b) of the Compensation Ordinance are hereby amended to read as follows:

SECTION 5.1.4: EMPLOYEE RESPONSIBILITY.

- (a) Designation/Application. It is the responsibility of each employee to designate and/or apply for benefits. No retroactive benefits will be provided without proof of a timely, correctly filed application, and administrative error on the part of the County or contract provider. Employees who do not submit completed enrollment forms within forty-five (45) days of hire will be automatically enrolled in the County's least costly health plan.
- (b) Insurance Coverage During Leaves of Absence. Employees on authorized leave without pay (including suspension) in eligible classes may continue their health, dental and vision insurance in accordance with federal law. Employees may also continue their basic and supplemental life insurance/AD&D coverage for up to six (6) months. Employees choosing to continue their life insurance may do so for up to six (6) months while on leave. Employees must elect and make payment to continue their life insurance within 30 days from the date placed on unpaid leave. Premiums thereafter must be paid by the end of the month in which the employee had coverage. Employees may pay all premiums required for the entire six (6) month leave period in advance. If an employee on leave without pay or suspension does not pay premiums in advance of the end of the month, the coverage shall be discontinued. Employees shall be entitled to re-apply upon return to work subject to medical insurability acceptable to the insurance provider.

Section 30. Section 5.1.6 (d) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.1.6: FLEXIBLE BENEFITS PLAN:

- (d) Domestic Partner. An employee may elect to cover a registered domestic partner or non-registered domestic partner under the County's health, dental or vision plans. To cover a registered domestic partner, the employee must submit a copy of the State Registration Certificate to Employee Benefits. Any premium paid by the County on behalf of the registered domestic partner or the registered domestic partner's dependent(s) will be considered taxable income for Federal taxes pursuant to the Internal Revenue Code, but will not be considered taxable income for State taxes, pursuant to the California Revenue and Taxation Code. To cover a non-registered domestic partner or the non-registered domestic partner's dependent(s), the employee must meet and agree to the specifications set forth on an "Affidavit for Enrollment of Domestic Partners". The employee must submit the affidavit to the Employee Benefits Division of the Department of Human Resources. Any premium paid by the County on behalf of the domestic partner or the domestic partner's dependent(s) shall be considered taxable income for Federal and State taxes to the employee with domestic partner coverage pursuant to the provisions of the Internal Revenue Code and the California Revenue and Taxation Code.

Section 31. Section 5.1.6 (f) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.1.6: FLEXIBLE BENEFITS PLAN:

(f) County Contributions:

- (1) Employees in classes designated under the UCL Benefit Program.

Effective October 1, 2006: Monthly

Employee Only	\$ 361.00
Employee + 1 Dependent	514.00
Employee + 2 or More Dependents	706.00

Effective January 1, 2008: Monthly

Employee Only	\$ 398.00
Employee + 1 Dependent	566.00
Employee + 2 or More Dependents	777.00

Effective January 1, 2009: Monthly

Employee Only	\$ 438.00
Employee + 1 Dependent	623.00
Employee + 2 or More Dependents	855.00

(2) Employees in classes designated under the CNM and MGT Benefit Programs.

Effective October 1, 2006: Monthly

Employee Only	\$ 328.00
Employee + 1 Dependent	481.00
Employee + 2 or More Dependents	672.00

Effective January 1, 2008: Monthly

Employee Only	\$ 361.00
Employee + 1 Dependent	529.00
Employee + 2 or More Dependents	739.00

Effective January 1, 2009: Monthly

Employee Only	\$ 397.00
Employee + 1 Dependent	582.00
Employee + 2 or More Dependents	813.00

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

Effective October 1, 2005: Monthly

Employee Only	\$ 280.00
Employee + 1 Dependent	407.00
Employee + 2 or More Dependents	575.00

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

<u>Effective October 1, 2006:</u>	<u>Monthly</u>
Employee Only	\$300.00
Employee + 1 Dependent	448.00
Employee + 2 or More Dependents	637.00
<u>Effective January 1, 2008:</u>	<u>Monthly</u>
Employee Only	\$ 330.00
Employee + 1 Dependent	493.00
Employee + 2 or More Dependents	701.00
<u>Effective January 1, 2009:</u>	<u>Monthly</u>
Employee Only	\$363.00
Employee + 1 Dependent	542.00
Employee + 2 or More Dependents	771.00

(4) Employees in classes designated under the NMG Benefit Program.

<u>Effective October 1, 2006:</u>	<u>Monthly</u>
Employee Only	\$ 286.00
Employee + 1 Dependent	426.00
Employee + 2 or More Dependents	611.00
<u>Effective January 1, 2008:</u>	<u>Monthly</u>
Employee Only	\$ 315.00
Employee + 1 Dependent	469.00
Employee + 2 or More Dependents	672.00
<u>Effective January 1, 2009:</u>	<u>Monthly</u>
Employee Only	\$ 347.00
Employee + 1 Dependent	516.00
Employee + 2 or More Dependents	739.00

(8) Employees in classes designated under the CC and PD Benefit Programs.

<u>Effective October 1, 2006:</u>	<u>Monthly</u>
Employee Only	\$308.00
Employee + 1 Dependent	448.00

Employee + 2 or More Dependents	633.00
<u>Effective January 1, 2008:</u>	<u>Monthly</u>
Employee Only	\$339.00
Employee + 1 Dependent	493.00
Employee + 2 or More Dependents	696.00
<u>Effective January 1, 2009:</u>	<u>Monthly</u>
Employee Only	\$373.00
Employee + 1 Dependent	542.00
Employee + 2 or More Dependents	766.00

Section 32. Section 5.9.2 of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.9.2: “SPECIAL HOLIDAY” PROVISIONS

- (a) Birthday Holiday. Employees in eligible classes shall be entitled to their birthday off as a holiday, except that if the needs of the department require that the employee work, the employee shall be credited with compensatory time off equivalent to one-tenth (1/10) the number of regularly scheduled hours of that employee's normal biweekly pay period, not to exceed eight (8) hours in compensatory time off (eight and one-half [8-1/2] hours for employees in classes designated DS and SM). A birthday occurring on a Saturday shall be taken on the preceding Friday; a birthday occurring on a Sunday shall be taken on the following Monday except that if the needs of the department require that the employee work, the employee, with the approval of his/her appointing authority, shall have the choice of another day on which to observe the employee's birthday. A birthday occurring during paid leave status or on a normally scheduled day off or on a paid holiday to which the employee is entitled shall be taken off on a regularly scheduled work day mutually agreeable with the employee's appointing authority.

Eligible Classes: Classes designated DS and SM.

- (b) Admission Day. Eligible employees shall be entitled to one-tenth (1/10) the number of regularly scheduled hours in that employee's normal biweekly pay period, not to exceed eight (8) hours of holiday time (eight and one-half [8-1/2] hours for employees in classes designated DS and SM). Such time shall 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. Admission Day, September 9, shall not be considered a holiday for payroll purposes.

Eligible Classes:

This time may be taken in increments of 1/10 of an hour by employees in classes designated DS and SM who have paid service in Payroll 01 of each fiscal year and may be taken beginning in payroll period 03.

- (c) 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.

Eligible Classes: 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.

- (d) 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.

Eligible Classes: Classes designated DI and DM.

- (e) Eligible employees listed in the classes below have paid service in payroll 02 shall be entitled to 1/5th 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.

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.

These holidays are not subject to terminal leave.

Eligible Classes: Classes designated AE, CC, CE, CEM, CL, CM, CR, CS, EM, FS, HS, MA, MM, NA, NE, NM, NR, NS, PD, PM, PO, PR, PS, RN, SD0, SD2, SO, SS, SW and UM.

Section 33. Section 5.12.1 (b) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.12.1: QUALITY FIRST PROGRAM.

- (2) For employees in representation units AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, DI, DM, DS, EM, FS, HS, MA, MM, PD, PM, PO, PR, PS, RN, SO, SS, SM, SW, UM and classes 0110, 0210, 0211, 0215, 0230, 0231, 0240, 0245, 0249, 0250, 0260, 0262, 0264, 0265, 0270, 0280, 0284, 0286, 0287, 0288, 0289, 0332, 0342, 0343, 0344, 0345, 0346, 0362, 0375, 0950, 2258 and 2259 eligibility criteria shall also include the following:
- (a) The employee must have begun his/her employment with the county on or before December 31st of the Quality First Plan year; and

- (b) The employee must not have received a sub-standard performance evaluation or equivalent rating; and
 - (c) The employee must not have received final disciplinary action, which includes any County appeal or County review procedures including the Civil Service Commission. Disciplinary actions are defined as those formal actions that are recognized by the Civil Service Rules, but shall not include written reprimands. For the following representation units a final written reprimand is disqualifying and the employee will not be eligible: AM, AS, DA, DI, DM, DS, PD, PM and SM.
- (3) In such position in the following representation units during all or any portion of the Payout Period during which the temporary increase in pay is in effect for the program indicated:

Quality First: AE, AM, AS, CC, CE, CEM, CL, CM, CR, CS, DA, DI, DM, DS, EC, EM, EU, FS, HS, MA, MM, PD, PM, PO, PR, PS, RN, SM, SO, SS, SW, UM and classes 0110, 0210, 0211, 0215, 0230, 0231, 0240, 0245, 0249, 0250, 0260, 0262, 0264, 0265, 0270, 0280, 0284, 0286, 0287, 0288, 0289, 0332, 0330, 0337, 0342, 0343, 0344, 0345, 0346, 0362, 0375, and 2259.

Section 34. Section 5.12.1 (f) of the Compensation Ordinance is hereby amended to read as follows:

SECTION 5.12.1: QUALITY FIRST PROGRAM.

- (f) Level of Increased Rate of Pay. The level of the increased rate for the Quality First Program shall be an annual percentage wage rate increase of two percent (2.0%) for employees in units designated AE, AM, AS, CC, CL, CE, CEM, CR, CM, CS, DA, DI, DM, DS, EM, FS, HS, MA, MM, PO, PD, PM, PR, PS, RN, SM, SO, SS, SW, UM and class 0375 in accordance with the following provisions:
 - (1) The following requirements apply to the annual two-percent (2.0%) pay increase, and, if applicable, an additional percentage above 2.0% paid as a result of the Enhanced 50/50 Program as described in subdivision (f)(3) below.
 - (2) Implementation of a Maximum 2.0% Annual Increase:

For the Performance Evaluation Period, the maximum 2.0% (and, if approved, an additional percentage above 2.0% as a result of the Enhanced 50/50 Program), annual pay increase may be implemented as follows and payable during six (6) consecutive pay periods.

<u>2% Annual Program Based Upon An Evaluation Period Of Twelve (12) Months</u>	
<u>EXAMPLES</u>	
<u>Duration of Pay Increase</u>	<u>Percentage of Pay Increase</u>
<u>3 months (6 pay periods)</u>	<u>1% annual = 4.3% temporary</u> <u>2% annual = 8.6% temporary</u>

- (3) Enhanced 50/50 Program.
- (i) Employees in eligible positions covered by the Enhanced 50/50 Program may earn a rate increase in addition to the rate increases described in subdivision (f)(2) above.
 - (ii) The Enhanced 50/50 Program rate increase shall be based on the amount of Quality First savings in excess of 2.0% of the budgeted items designated in the appointing authority's Quality First plans. [The 2.0% threshold is based upon whether the employees are eligible for the 2.0% rate increases under the Quality First Program.]
 - (iii) The percentage of the Enhanced 50/50 Program pay rate increase shall be equal to 50% of the saving percentage in excess of the 2.0% savings, not to exceed a percentage rate increase of 2.0%. [For example: For the 2.0% threshold, if the department's Quality First savings is equal to 5%, its percentage of excess savings above the 2.0% would be 3.0%. Fifty percent (50%) of 3.0% equals 1.5%. Therefore, eligible employees would be entitled to receive an annualized rate increase of 1.5% under the Enhanced 50/50 Program. This will result in a total increase of 3.5% based upon the 2.0% Quality First rate increase plus the 1.5% Enhanced 50/50 Program rate increase.
 - (iv) The Enhanced 50/50 Program rate increase only may be implemented once a year following the close of the fiscal year since the savings' percentages indicated above must be based upon the department's end of the fiscal year expenditures.
- (4) The following chart sets forth the required level of annual savings and the level of the pay rate increases based upon the amount of the savings:

AGGREGATE AMOUNT SAVED			ANNUAL INCREASED % RATES		
2.0% Annual Program Based Upon an Evaluation Period of Twelve (12) Months					
Quality First Savings	Enhanced 50/50 Savings	Total Savings	Quality First Rate Increase	Enhanced 50/50 Rate Increase	Total Annual Rate Increase
2.0%	1.0%	3.0%	2.0%	0.5%	2.5%
2.0%	2.0%	4.0%	2.0%	1.0%	3.0%
2.0%	3.0%	5.0%	2.0%	1.5%	3.5%
2.0%	4.0% Max	6.0% Max	2.0%	2.0% Max	4.0% Max

- (5) For eligible employees in the same representation unit, the appointing authority shall implement the same percentage increase for all employees on the same team.

PASSED, APPROVED AND ADOPTED this 20th day of June 2006