



COUNTY OF HUMBOLDT

For the meeting of: 12/13/2022

File #: 22-1659

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

SUBJECT:

Ratification of a Side Letter of Agreement with the Humboldt Deputy Sheriffs' Organization (HDSO)
Unit 6

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to sign a Side Letter of Agreement with HDSO (Attachment 1) amending the current 2021 - 2024 Memorandum of Understanding (MOU) (Attachment 2) between the county and HDSO.
2. Per the Side Letter (Attachment 1), adopt equity increases for the following classifications effective the pay period following Board approval and amend the county's Comprehensive Compensation Schedule (Attachment 3):
 - a. Deputy Coroner - Public Administrator (Class #0445): shall receive an eight (8) percent or sixteen (16) salary ranges increase to base pay and shall move from salary range 433 to salary range 449.
 - b. Senior Probation Officer (Class #s: 0471 and 0469): shall receive a one (1) percent or (2) salary ranges increase to base pay as follows:
 - i. Class #0471 shall move from salary range 430 to salary range 432.
 - ii. Class #0469 shall move from salary range 443 to salary range 445.
 - c. Sheriff's Investigator (Class #0423): shall receive an eight (8) percent or sixteen (16) salary ranges increase to base pay and shall move from salary range 462 to salary range 478.
 - d. Investigator (District Attorney) (Class #0412): shall receive a five (5) percent or ten (10) salary range increase to base pay and shall move from salary range 477 to salary range 487.
3. Per the Side Letter (Attachment 1), establish the following incentive payments:
 - a. A Sergeant assigned to be in charge/supervise the FTO program shall receive a five percent (5%) (ten salary range) base wage increase during the period of such assignment.

- b. Sheriff's Sergeants (Class #0414) and Deputy Sheriffs (Class #0416) assigned to the Criminal Investigations Division shall receive a ten (10) salary range increase above base pay during the period of such assignment.
4. Adopt Resolution No. _____ (Attachment 4) approving the Side Letter (Attachment 1) to the MOU between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization (HDSO) for Unit 6 (Attachment 2).

SOURCE OF FUNDING:

General Fund (1100), Social Services Administration and Law Enforcement Services

DISCUSSION:

The County of Humboldt and HDSO have agreed to a Side Letter of Agreement (Attachment 1).

This Side Letter outlines agreed upon amendments and include the following:

The County of Humboldt and the Humboldt Deputy Sheriffs' Organization have met and conferred to amend the provisions of **Sections 9.C., 10 and 11** in the current Memorandum of Understanding (2021 - 2024). Underlined sections are additions and strikethrough indicates deletion.

9. WAGES

C. Effective the first full pay period following Board of Supervisors approval, the following HDSO bargaining unit members in the below specified job classifications shall receive base wage equity increases as follows:

- a. Deputy Coroner - Public Administrator (Class #0445): shall receive an eight (8) percent or sixteen (16) salary ranges increase to base pay.
- b. Senior Probation Officer (Class #s: 0471 and 0469): shall receive a one (1) percent or (2) salary ranges increase to base pay.
- c. Sheriff's Investigator (Class #0423): shall receive an eight (8) percent or sixteen (16) salary ranges increase to base pay.
- d. Investigator (District Attorney) (Class #0412): shall receive a five (5) percent or ten (10) salary range increase to base pay.

10. FIELD TRAINING OFFICER (FTO)/~~ROTATIONAL DETECTIVE~~

- A. An employee, including Sergeants, assigned to function as a Field Training Officer, ~~effective the first full pay period in January 2018,~~ shall receive ten (10) range salary increase above base salary during the period of such assignment.

B. A Sergeant assigned to be in charge/supervise the FTO program shall receive a five percent (5%) (ten salary range) base wage increase during the period of such assignment.

C. A Field Training Officer will have the responsibility for training and evaluating new deputy sheriffs when assigned to do so and for acting as part of the chain of command by scheduling, assigning and reviewing the work of Deputy Sheriffs I and II when assigned to do so in the absence of a Sheriff's Sergeant.

~~D. The County shall meet and confer with the H.D.S.O. prior to a substantive change in the selection process for Field Training Officer.~~

~~D. Assignments by the Sheriff to function as a Field Training Officer or Rotational Criminal Detective are made solely at the discretion of the Sheriff and are on an at-will basis. The County shall meet and confer with the H.D.S.O. prior to a substantive change in the selection process for Field Training Officer.~~

~~E. Rotational Criminal Investigations Division positions shall receive a ten (10) salary range increase while performing or fulfilling said assignment. Staffing in the Criminal Investigation Division shall consist of: Staffing in the Criminal Investigation Division shall consist of:~~

- ~~• one (1) Sergeant (Class #0414),~~
- ~~• three (3) Sheriff's Investigator (Class #0423) positions and~~
- ~~• two (2) rotational detective positions (Class #0416).~~

~~The three (3) Sheriff's Investigator positions shall be compensated by receiving an additional twenty (20) ranges (approximately 10%) above their base rate. The two (2) rotational detective positions shall be compensated by receiving an additional ten (10) ranges (approximately 5%) above their base rate.~~

~~F. Effective the first full pay period of January 2018, the Sergeant in charge of the Criminal Investigation Division and the Sergeant in charge of the FTO program shall receive a five percent (5%) base wage incentive while assigned to either of those positions.~~

11. CRIMINAL INVESTIGATION DIVISION (CID) ROTATIONAL ASSIGNMENTS

A. Sheriff's Sergeants (Class #0414) and Deputy Sheriffs (Class #0416) assigned to the Criminal Investigations Division shall receive a ten (10) salary range increase above base pay during the period of such assignment.

B. Assignment by the Sheriff to the rotational Criminal Investigations Division assignments are made solely at the discretion of the Sheriff and are on an at-will basis.

C. Staffing in the Criminal Investigation Division shall consist of:

- one (1) Sergeant (Class #0414),
- three (3) Sheriff's Investigator (Class #0423) positions and;
- two (2) rotational detective positions (Class #0416).

All sections following the addition of the new section 11 shall be renumbered accordingly.

FINANCIAL IMPACT:

HDSO Unit 6 is scheduled to receive a Cost of Living Adjustment (COLA) in the amount of two (2) percent effective January 1, 2023. Including the 2023 COLA for this bargaining unit, the estimated annual cost of the salary increases included in the HDSO side letter are as follows:

BUDGET UNIT	POSITION TITLE	FY 2022-23 APPROVED	INCREASED COST
205 DISTRICT ATTORNEY	INVESTIGATOR (DISTRICT ATTORNEY)	4.00	35,588
211 CHILD ABUSE SERVICES TEAM	INVESTIGATOR (DISTRICT ATTORNEY)	1.00	8,892
221 SHERIFF	DEPUTY CORONER - PUBLIC ADMINISTRATOR	2.00	20,484
221 SHERIFF	SHERIFF'S INVESTIGATOR	3.00	35,901
234 JUVENILE HALL	SENIOR PROBATION OFFICER	1.00	3,157
235 PROBATION	SENIOR PROBATION OFFICER	8.00	18,942
245 ADULT DRUG COURT	SENIOR PROBATION OFFICER	1.00	3,157
254 REGIONAL FACILITY	SENIOR PROBATION OFFICER	0.00	-
257 TITLE IVE WAIVER	SENIOR PROBATION OFFICER	1.00	3,157
294 PROBATION REALIGNMENT	SENIOR PROBATION OFFICER	2.00	6,314
295 DISTRICT ATTORNEY MEASURE Z	INVESTIGATOR (DISTRICT ATTORNEY)	3.00	26,876
TOTAL GENERAL FUND		24.00	162,228

The estimated annual cost of the Field Training Officer (FTO) assignment pay is \$12,924 and the estimated annual cost of the Criminal Investigation Division (CID) assignment pay is \$36,527. These assignment pays are currently being provided to employees, so the change in language included in the side letter will not result in additional costs.

The impact to the remaining fiscal year 2022-23 of the side letter adjustments is approximately 50% of the total annualized cost or \$81,114. The cost estimates assume all allocated positions are filled, which is unlikely in the current labor market. It is anticipated that salary savings from vacancies will cover the increases, however, the departments will need to review and provide any needed feedback during the Mid-Year Financial Review in late January 2023.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees .

OTHER AGENCY INVOLVEMENT:

Humboldt Deputy Sheriffs' Organization (HDSO)

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to adopt the side letter with HDSO, however, this is not recommended.

ATTACHMENTS:

1. Side Letter of Agreement between the County of Humboldt and HDSO
2. Memorandum of Understanding between the County of Humboldt and HDSO
3. Comprehensive Compensation Schedule effective December 25, 2022
4. Resolution No. _____

PREVIOUS ACTION/REFERRAL:

Board Order No.: Resolution No. 21-147

Meeting of: December 14, 2021

File No.: 21-1825