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Continued Item: No

Board Agenda Item

TO: Air Pollution Control District Board
FROM: Terry Dressler, Air Pollution Control Officer
CONTACT: Sharyl K. Preskitt, Human Resources Officer (961-8828)
SUBJECT: Amendments to the Resolution Establishing the Management Personnel Benefits Policy and Salaries for Management and Confidential-Unrepresented Employees

RECOMMENDATION:

1. Adopt a resolution amending the Management Personnel Benefits Policy for Management and Confidential-Unrepresented Employees (Attachment 1).

DISCUSSION:

In December 1997 your Board adopted a Management Personnel Benefits Policy for Management and Confidential-Unrepresented Employees. Periodically, this resolution requires amendments to reflect changes to benefits provided to unrepresented employees.

The most significant changes are as follows:

1. Added Cesar Chavez birthday as a permanent holiday;
2. Added Friday, December 26, 2008 and Friday, January 2, 2009 as one-time holidays;
3. Effective December 15, 2008 increase employer health contribution by \$20 per pay period;
4. Increase the biweekly bilingual allowance to \$57.29 per pay period;
5. Added clause to the textbook tuition reimbursement section to allow employees the ability to accrue the textbook and tuition reimbursement allowance for up to three years or a maximum of \$1,500 for use in a single year and;
6. Added a one-time cash bonus of \$520

FISCAL IMPACT

Providing the additional permanent and two one-time holidays is consistent with the benefits that were negotiated with the three represented employee groups. While the holidays do not increase the District's appropriation for salaries and benefits, the District will lose 192 productive hours. However, closing the office for three additional days would benefit the District and County citizens through energy savings and reduced commute generated air pollution emissions. Based on an average productive hour cost of \$48.09, the District would be providing a benefit valued at \$9,234 with no direct fiscal impact.

Increasing the District's biweekly contribution for health by \$20 would cost \$3,640 and is being absorbed in the existing budget with no net financial impact.

The District has no employees who receive the bilingual allowance so there is no fiscal impact to increase it.

The tuition reimbursement accrual mechanism will not result in any additional fiscal impact to the District. The mechanism simply allows employees to accrue the existing annual benefit for use in a single year, which will increase training opportunities available to them.

The one-time bonus for management unrepresented and confidential employees will result in a onetime cost of \$4,160 and has been budgeted in this year's appropriations.

Attachment