***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[x]**  |  | **Time Requested:** | **5 Minutes** | **Meeting Date:** | **June 6, 2023** |
| ***OR*** |
| **Consent** | **[ ]**  |  |
| **Contact Person/Department:** | **Melissa Cummins, Deputy CAO – Personnel/Risk** | **Phone:** | **530.842.8017** |
| **Address:** | **1312 Fairlane Road, Suite 1, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Melissa Cummins, Deputy CAO – Personnel and Risk Management Officer** |
| **Subject/Summary of Issue:** |
| The County Administrator’s Office recommends approval of the attached resolutions for the Memorandum of Understanding (MOU) between the County of Siskiyou and the Sheriffs Management Unit (SMU). This MOU supersedes the prior memorandum of understanding that expires on June . The following is a summary of the major changes in the new agreement:1. Salary Increases:
	* Effective July 9, 2023 - 5.0% COLA
	* Additional step advancement as outlined in Article 5.
	* Benchmark the Jail Lieutenant and Sheriff Lieutenant classifications at least twenty percent (20%) above step 5 of the Sheriff Sergeant classification.
	* Benchmark the Chief District Attorney Investigator classification at least twenty percent (20%) above step 5 of the Supervising District Attorney Investigator.
2. Addition of POST Pay - 5% for Supervisory Certificate and 5% for Management Certificate
3. Addition of Special Assignment Pay for Detective, Narcotic and Patrol Premium
4. Holiday-in-lieu (Sheriff’s Office Only): 7% of the base hourly rate of pay in lieu of any other form of holiday compensation.
5. Retiree Medical:
	* County will contribute 50% of Region 1 CalPERS Platinum, minus the Minimum Employer Contribution (MEC) for employees hired before January 1, 2020 who retire.
	* Employees hired after January 1, 2020 will receive the MEC.
6. Retiree Dental:
	* Employees hired before January 1, 2022 who retire will receive dental coverage for $ 25.00 per month.
	* Employees hired after December 31, 2021 who retire will receive dental coverage for the employee only at a cost of $ 25.00 per month.
7. Numerous language cleanups to ensure compliance with various regulations.
8. Term: June 25, 2023, through June 24, 2026.
 |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: |   |  |  |  |  |
| Fund:  | See Attached |  | Description: |       | Org.: |  | Description: |       |
| Account: |       |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| 1. Adopt resolution regarding the Memorandum of Understanding by and between the County of Siskiyou and Sheriffs Management Unit effective June 25, 2023.
2. Adopt resolution amending the Siskiyou County Salary Schedule, associated with the Sheriffs Management Unit Memorandum of Understanding, effective July 9, 2023.
 |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021