

**Salary Survey and Equity Adjustments - Agenda Worksheet Attachments**

**Side Letters and Resolutions**

**September 19, 2023**

## Side Letters

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND DEPUTY SHERIFFS' ASSOCIATION

SL#2023-04 – Salary Survey and Equity Adjustments

The County and the Deputy Sheriffs' Association (DSA) met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Percent Increase</u>
Deputy Sheriff I (Step 1 Only)	10.0%
Deputy Sheriff II	10.0%
District Attorney Investigator	10.0%
Sheriff Sergeant	10.0%

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

Date: 8/21/2023

Date: 8/20/2023

County of Siskiyou

DSA

DocuSigned by:  
Angela Davis  
Angela Davis  
County Administrative Officer

DocuSigned by:  
Charlie Nowdesha 8/19/2023  
Charlie Nowdesha  
President

DocuSigned by:  
Michael Jarvis 8/20/2023  
Michael W. Jarvis,  
Liebert Cassidy Whitmore

DocuSigned by:  
Ron Copeland  
Ron Copeland  
Business Agent

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND  
OPERATING ENGINEERS LOCAL UNION NO. 3

SL # 2023-03 – Salary Survey and Equity Adjustments

The County of Siskiyou and the Operating Engineers Local Union No. 3 met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Percent Increase</u>	<u>Current Range</u>	<u>New Range</u>
Aggregate Production Supervisor	10.0%	TO045	TO055
Automotive Mechanic	9.0%	TO032	TO041
Automotive Services Manager	10.0%	TO045	TO055
Bridge Maintenance Worker	1.0%	TO036	TO037
Communications Technician	5.0%	TO050	TO055
General Services Technician II	9.0%	TO046	TO055
Road Maintenance Aide	1.0%	TO012	TO013
Road Maintenance Supervisor	9.0%	TO069	TO078
Senior Heavy Equipment Mechanic	8.0%	TO057	TO065
Senior Telecommunications Technician	8.0%	TO059	TO067
Transportation Services Worker	10.0%	TO022	TO032

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

(Signatures Follow on Next Page)

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND  
OPERATING ENGINEERS LOCAL UNION NO. 3

SL # 2023-03 – Salary Survey and Equity Adjustments

Date: 7/24/2023

Date: 7/21/2023

County of Siskiyou

DocuSigned by:  
*Angela Davis* 7/24/2023  
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Angela Davis  
County Administrative Officer

DocuSigned by:  
*Michael Jarvis* 7/23/2023  
4790A0311004490...

Michael W. Jarvis  
Liebert Cassidy Whitmore

Operating Engineers Local Union No. 3

DocuSigned by:  
*Art W. Frolli*  
760F743C5723497...

Art Frolli  
Business Representative

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND ORGANIZED EMPLOYEES OF SISKIYOU COUNTY MANAGEMENT UNIT

SL#2023-04 – Salary Survey and Equity Adjustments

The County and the Organized Employees of Siskiyou County (OESC) – Management Unit met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County’s classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the classifications listed in Attachment A will receive equity adjustments as stated.

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

Date: 8/7/2023

Date: 8/7/2023

County of Siskiyou

DocuSigned by: Angela Davis  
F2688EAB958C43D  
Angela Davis  
County Administrative Officer

OESC

DocuSigned by: Christine Gannon  
A8E6FA21C897462  
Christine Gannon  
President

DocuSigned by: Michael Jarvis 8/7/2023  
4790A0311004490  
Michael W. Jarvis,  
Liebert Cassidy Whitmore

DocuSigned by: Matt Rokes 8/3/2023  
B12398830A4C452  
Matt Rokes  
Goyette, Ruano & Thompson

**Organized Employees of Siskiyou County  
Management Unit  
Side Letter - Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Admin Assessment Supervisor	10.00%	MG044	MG054
Administrative Services Manager I	10.00%	MG057	MG067
Administrative Services Manager II	10.00%	MG067	MG077
Administrative Services Manager III	10.00%	MG072	MG082
Assistant Air Pollution Officer	10.00%	MG059	MG069
Behavioral Health Billings Information Systems Supervisor	10.00%	MG067	MG077
Building Maintenance Manager	10.00%	MO067	MO077
Child Support Supervisor	10.00%	MG044	MG054
Communications Dispatch Coordinator	7.00%	MO060	MO067
County Recording Supervisor	10.00%	MG044	MG054
Department Fiscal Officer	8.00%	MG050	MG058
Deputy Assessor Recorder	10.00%	MG072	MG082
Disaster Services Coordinator	8.00%	MO078	MO086
Eligibility/Social Services Support Supervisor	10.00%	MG034	MG044
Human Services Supervisor I	10.00%	MG050	MG060
Jail Food Service Manager	6.00%	MO035	MO041
Mental Health Services Act Coordinator	10.00%	MG057	MG067
Road Superintendent	10.00%	MG076	MG086
Senior Accounting Analyst	10.00%	MG062	MG072
Social Worker Supervisor	9.00%	MG073	MG082
Staff Services Analyst III	10.00%	MG050	MG060
Supervising Accountant / Auditor	10.00%	MG062	MG072
Supervising Building Maintenance Worker	10.00%	MO045	MO055
Supervising Permit Technician	10.00%	MG029	MG039
Supervising Staff Services Analyst	10.00%	MG062	MG072
Transportation Services Manager	5.00%	MG085	MG090
Vegetation Control Supervisor	10.00%	MO022	MO032
Victim/Witness Coordinator/Director	10.00%	MG045	MG055
WIC Program Manager	10.00%	MG057	MG067

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND ORGANIZED EMPLOYEES OF SISKIYOU COUNTY MISCELLANEOUS UNIT

SL#2023-05 – Salary Survey and Equity Adjustments

The County and the Organized Employees of Siskiyou County (OESC) – Miscellaneous Unit met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County’s classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the classifications listed in Attachment A will receive equity adjustments as stated.

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

Date: 8/7/2023

Date: 8/7/2023

County of Siskiyou

OESC

DocuSigned by: Angela Davis  
F2688EA6988C49D  
Angela Davis  
County Administrative Officer

DocuSigned by: Christine Gannon  
ABEBAA21CB9D462  
Christine Gannon  
President

DocuSigned by: Michael Jarvis 8/7/2023  
4790A6511609490  
Michael W. Jarvis,  
Liebert Cassidy Whitmore

DocuSigned by: Matt Rokes 8/3/2023  
E13388830A4C452  
Matt Rokes  
Goyette, Ruano & Thompson



**Organized Employees of Siskiyou County  
Miscellaneous Unit  
Side Letter - Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Accountant/Auditor II	10.0%	IG041	IG051
Accountant/Auditor III	10.0%	IG054	IG064
Accounting Specialist	1.0%	IG036	IG037
Administrative Support Assistant	10.0%	IG007	IG017
Agriculture & Standards Technician I	7.0%	IG022	IG029
Agriculture & Standards Technician II	1.0%	IG036	IG037
Air Pollution Specialist I	10.0%	IG039	IG049
Air Pollution Specialist II	10.0%	IG047	IG057
Air Pollution Specialist III	10.0%	IG052	IG062
Animal Control Officer	10.0%	IG017	IG027
Animal Shelter Coordinator	10.0%	IG012	IG022
Assessor-Recorder Technician	4.0%	IG015	IG019
Assistant Planner	10.0%	IG036	IG046
Associate Planner	10.0%	IG045	IG055
Behavioral Health Clinician I	10.0%	IG036	IG046
Behavioral Health Services Crisis Worker I	10.0%	IG041	IG051
Behavioral Health Services Crisis Worker II	10.0%	IG052	IG062
Behavioral Health Services Peer Specialist	3.0%	IG012	IG015
Behavioral Health Services Specialist I	6.0%	IG022	IG028
Behavioral Health Services Specialist II	6.0%	IG036	IG042
Building Inspector I	2.0%	IG050	IG052
Building Inspector II	3.0%	IG060	IG063
Building Inspector III	10.0%	IG070	IG080
Building Maintenance Worker I	10.0%	IG007	IG017
Building Maintenance Worker II	10.0%	IG017	IG027
Building Maintenance Worker III	10.0%	IG025	IG035
Bus Driver I	10.0%	IG012	IG022
Bus Driver II	10.0%	IG017	IG027
Cadastral Mapping Technician	10.0%	IG012	IG022
Certified AOD Counselor II	6.0%	IG039	IG045
Child Support Specialist I	10.0%	IG017	IG027
Child Support Specialist II	9.0%	IG025	IG034
Child Support Specialist III	10.0%	IG031	IG041
Civil Engineer Assistant	10.0%	IG074	IG084
Civil Service Coordinator	6.0%	IG031	IG037
Code Enforcement Officer	10.0%	IG045	IG055
Communications Dispatch I	10.0%	IG022	IG032
Communications Dispatch II	10.0%	IG037	IG047
Community Outreach Coordinator I	2.0%	IG022	IG024
Community Outreach Coordinator II	10.0%	IG027	IG037
Community Service Officer	10.0%	IG012	IG022
Cooperative Extension Coordinator	10.0%	IG017	IG027
Crime Analyst	10.0%	IG036	IG046

**Organized Employees of Siskiyou County  
Miscellaneous Unit  
Side Letter - Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Criminal Records Technician I	6.0%	IG007	IG013
Criminal Records Technician II	10.0%	IG012	IG022
Department Personnel Assistant I	5.0%	IG028	IG033
Department Personnel Assistant II	10.0%	IG033	IG043
District Attorney Investigative Technician	1.0%	IG039	IG040
Driver	4.0%	IG007	IG011
Elections/Board Clerk I	10.0%	IG007	IG017
Elections/Board Clerk II	10.0%	IG012	IG022
Eligibility Worker I	5.0%	IG022	IG027
Eligibility Worker II	6.0%	IG029	IG035
Eligibility Worker III	10.0%	IG036	IG046
Eligibility/Social Services Assistant I	3.0%	IG007	IG010
Eligibility/Social Services Assistant II	9.0%	IG012	IG021
Eligibility/Social Services Assistant III	8.0%	IG020	IG028
Employment & Training Worker I	6.0%	IG022	IG026
Employment & Training Worker II	10.0%	IG029	IG039
Employment & Training Worker III	10.0%	IG036	IG046
Engineering Technician I	10.0%	IG027	IG037
Engineering Technician II	10.0%	IG041	IG051
Engineering Technician III	10.0%	IG050	IG060
Evidence/Property Coordinator	10.0%	IG039	IG049
Executive Secretary	10.0%	IG027	IG037
Fiscal Assistant	10.0%	IG007	IG017
Fiscal Technician I	6.0%	IG017	IG023
Fiscal Technician II	10.0%	IG025	IG035
Fiscal Technician III	10.0%	IG031	IG041
Forensic Technician	10.0%	IG034	IG044
Geographic Information Systems Specialist	5.0%	IG054	IG059
Grant Coordinator	9.0%	IG034	IG043
Health Assistant	3.0%	IG012	IG015
Health Information Assistant	5.0%	IG017	IG022
Health Support Assistant	10.0%	IG007	IG017
Information Systems Specialist I	10.0%	IG036	IG046
Information Systems Specialist II	10.0%	IG045	IG055
Information Systems Specialist III	10.0%	IG054	IG064
Information Systems Specialist IV	10.0%	IG062	IG072
Information Systems Technician	10.0%	IG027	IG037
Institutional Cook	7.0%	IG014	IG021
Legal Office Coordinator	10.0%	IG036	IG046
Legal Secretary	10.0%	IG010	IG020
Library Technician	10.0%	IG010	IG020
Natural Resources Specialist	10.0%	IG045	IG055
Nutrition Assistant	7.0%	IG012	IG019

**Organized Employees of Siskiyou County  
Miscellaneous Unit  
Side Letter - Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Nutrition Support Assistant	2.0%	IG007	IG009
Nutrition/Lactation Coordinator	10.0%	IG034	IG044
Patient Rights Advocate/Health Assistant	10.0%	IG025	IG035
Permit Technician I	10.0%	IG020	IG030
Permit Technician II	10.0%	IG024	IG034
Probation Aide	8.0%	IG017	IG025
Probation Services Specialist	6.0%	IG036	IG042
Program Coordinator - Behavioral Health Services	10.0%	IG045	IG055
Public Information Specialist	10.0%	IG044	IG054
Secretary	10.0%	IG017	IG027
Senior Assessor-Recorder Technician	6.0%	IG030	IG036
Senior Bus Driver	10.0%	IG022	IG032
Senior Cadastral Mapping Technician	10.0%	IG027	IG037
Senior Communications Dispatcher	10.0%	IG046	IG056
Senior Forensic Technician	10.0%	IG043	IG053
Senior Legal Secretary	10.0%	IG017	IG027
Social Services Staff Analyst Trainer I	9.0%	IG041	IG050
Social Services Staff Analyst Trainer II	10.0%	IG048	IG058
Social Worker Assistant	4.0%	IG016	IG020
Social Worker I	9.0%	IG030	IG039
Social Worker II	10.0%	IG038	IG048
Social Worker III	10.0%	IG045	IG055
Staff Services Analyst I	10.0%	IG036	IG046
Staff Services Analyst II	10.0%	IG043	IG053
Support Services Technician I	9.0%	IG012	IG021
Support Services Technician II	9.0%	IG017	IG026
Transportation Services Coordinator	5.0%	IG074	IG079
Vegetation Control Specialist	10.0%	IG007	IG017
Veterans Services Officer	10.0%	IG015	IG025
Veterans Services Representative I	10.0%	IG007	IG017
Victim/Witness Advocate I	10.0%	IG017	IG027
Victim/Witness Advocate II	10.0%	IG025	IG035
Welfare Investigator I	10.0%	IG039	IG049
Welfare Investigator II	10.0%	IG047	IG057

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND ORGANIZED EMPLOYEES OF SISKIYOU COUNTY PROFESSIONAL UNIT

SL#2023-05 – Salary Survey and Equity Adjustments

The County and the Organized Employees of Siskiyou County (OESC) – Professional Unit met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County’s classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the classifications listed in Attachment A will receive equity adjustments as stated.

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

Date: 8/7/2023

Date: 8/7/2023

County of Siskiyou

OESC

DocuSigned by: Angela Davis  
F2048E48308C43D  
Angela Davis  
County Administrative Officer

DocuSigned by: Christine Gannon  
ABE8AA21CB90462  
Christine Gannon  
President

DocuSigned by: Michael Jarvis 8/7/2023  
4790A651166490  
Michael W. Jarvis,  
Liebert Cassidy Whitmore

DocuSigned by: Matt Rokes 8/3/2023  
B13388830A4C452  
Matt Rokes  
Goyette, Ruano & Thompson

**Organized Employees of Siskiyou County  
Professional Unit  
Side Letter - Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Agriculture & Standards Inspector I	10.0%	RO033	RO043
Agriculture & Standards Inspector II	10.0%	RO042	RO052
Alcohol and Drug Administrator	10.0%	RG096	RG106
Appraiser	10.0%	RG033	RG043
Associate Civil Engineer	10.0%	RG081	RG091
Attorney I	10.0%	RG066	RG076
Attorney II	10.0%	RG081	RG091
Attorney III	10.0%	RG096	RG106
Attorney IV	4.0%	RG113	RG117
Behavioral Health Clinician II	10.0%	RG059	RG069
Behavioral Health Clinician III	10.0%	RG069	RG079
Behavioral Health Clinician IV	10.0%	RG073	RG083
Behavioral Health Nurse I / Psych Tech	10.0%	RO056	RO066
Behavioral Health Nurse II	10.0%	RO073	RO083
Behavioral Health Quality Assurance Manager	6.0%	RG093	RG099
Behavioral Health Systems Administrator	10.0%	RG098	RG108
Building Plans Examiner	1.0%	RG085	RG086
Chief Building Inspector	10.0%	RG085	RG095
Chief Deputy District Attorney	10.0%	RG118	RG128
Clinical Services Site Supervisor	10.0%	RG088	RG098
Communications Officer	7.0%	RG069	RG076
Consumer Protect Unit Manager	10.0%	RG071	RG081
Correctional Licensed Vocational Nurse II	1.0%	RO074	RO075
Correctional Registered Nurse	3.0%	RO096	RO099
County Surveyor/Civil Engineer Assistant	10.0%	RG078	RG088
Deputy Agriculture Commissioner/Sealer	10.0%	RO056	RO066
Deputy Public Guardian/Conservator/Assistant Public Administrator	9.0%	RO045	RO054
Engineering & Land Development Manager	10.0%	RG093	RG103
Environmental Health Specialist I	4.0%	RG047	RG051
Environmental Health Specialist II	4.0%	RG061	RG065
Geographic Information Systems Coordinator	7.0%	RO071	RO078
Land Use Unit Manager	10.0%	RG071	RG081
Program Manager	10.0%	RG078	RG088
Public Health Registered Nurse	10.0%	RO064	RO074
Public Health Registered Nurse (PHN)	10.0%	RG073	RG083
Senior Appraiser	10.0%	RG047	RG057
Senior Civil Engineer	10.0%	RG093	RG103
Senior Deputy Agriculture Commissioner/Sealer	7.0%	RO064	RO071
Senior Environmental Health Specialist	7.0%	RG066	RG073
Senior Public Health Nurse	10.0%	RG088	RG098
Senior Registered Nurse - Public Health	10.0%	RO069	RO079
Senior Specialist Appraiser	10.0%	RG056	RG066
Social Worker IV	10.0%	RO060	RO070
Staff Psychologist I	3.0%	RG069	RG072
Staff Psychologist II	10.0%	RG078	RG088
Supervising Correctional Nurse	10.0%	RG100	RG110
Supervising Public Health Nurse	10.0%	RG093	RG103
Waste Management Unit Manager	10.0%	RG071	RG081

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND SISKIYOU COUNTY PROBATION & JUVENILE PEACE OFFICERS' ASSOCIATION

SL#2023-02 – Salary Survey and Equity Adjustments

The County and the Siskiyou County Probation & Juvenile Peace Officers' Association (SCPOA) met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Percent Increase</u>	<u>Current Range</u>	<u>New Range</u>
Deputy Probation Officer I	6.0%	PO038	PO044
Deputy Probation Officer II	6.0%	PO051	PO057
Probation Resource Officer	8.0%	PO024	PO032
Senior Deputy Probation Officer	5.0%	PO061	PO066
Supervising Probation Officer	10.0%	PO066	PO076
Supervising Probation Resource Officer	10.0%	PO038	PO048

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

Date: 7/20/2023

Date: 7/19/2023

County of Siskiyou

DocuSigned by:  
Michael Jarvis 7/19/2023

Michael W. Jarvis

Liebert Cassidy Whitmore

DocuSigned by:  
Angela Davis 7/20/2023

Angela Davis

County Administrator

SCPJPOA

DocuSigned by:  
Ryan Betts 7/19/2023

Ryan Betts

DocuSigned by:  
[Signature] 7/19/2023

Matt Rokes

Goyette, Ruano, Thompson

SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND SISKIYOU COUNTY PROBATION AND JUVENILE PEACE OFFICERS ASSOCIATION

SL#2023-02 – Salary Survey and Equity Adjustments

The County and the Siskiyou County Probation and Juvenile Peace Officers Association met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County’s classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the following classifications listed below will receive the following equity adjustments as stated.

<u>Classification</u>	<u>Percent Increase</u>	<u>Range</u>
Probation Aide	8%	PO029


If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.


Date: 8/21/2023


Date: 8/21/2023


County of Siskiyou

Siskiyou County Probation and Juvenile Peace Officers Association

DocuSigned by:  
  
 F2688EAA98C43D  
 Angela Davis  
 County Administrative Officer

DocuSigned by:  
 8/21/2023  
 C0C2540F3A074FE  
 Joe Burkus  
 President

DocuSigned by:  
 8/21/2023  
 4790A0511004190  
 Michael W. Jarvis,  
 Liebert Cassidy Whitmore

DocuSigned by:  
 8/19/2023  
 B13388630A4C452  
 Matt Rokes  
 Goyette, Ruano & Thompson

# SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND SHERIFFS MANAGEMENT UNIT

## SL#2023-03 – Salary Survey and Equity Adjustments

The County and the Sheriffs Management Unit (SMU) met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Current Range</u>	<u>Percent Increase</u>
Jail Captain	SM059	10.0%
Jail Lieutenant	SM053	10.0%
Sheriff Captain	SM059	10.0%
Sheriff Lieutenant	SM053	10.0%
Chief District Attorney Investigator	SM157	10.0%


If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

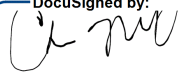
Date: 9/1/2023


Date: 9/1/2023

County of Siskiyou

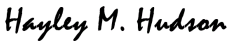
Sheriff's Management Unit

DocuSigned by:  
  
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 Angela Davis  
 County Administrator

DocuSigned by:  
  
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 Christopher Miller  
 President

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 Michael W. Jarvis,  
 Liebert Cassidy Whitmore

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 Ron Copeland  
 United Public Employees of California

DocuSigned by:  
  
 A89B0EE7AF3749F...  
 Hayley Hudson  
 Deputy County Administrator  
 Personnel and Risk Management Officer



SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF SISKIYOU AND SISKIYOU COUNTY CORRECTIONAL PEACE OFFICER ASSOCIATION

SL#2023-03 SCCPOA Salary Survey and Equity Adjustments

The County of Siskiyou and the Siskiyou County Correctional Peace Officer Association (SCCPOA) met and conferred in good faith and agreed to the following:

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market a mid-contract equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Percent Increase</u>	<u>Current Range</u>	<u>New Range</u>
Correctional Deputy	10.0%	CG033	CG043
Correctional Corporal	10.0%	CG043	CG053
Correctional Sergeant	10.0%	CG054	CG064

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

Date: 7/18/2023

Date: 7/16/2023

County of Siskiyou

Correctional Peace Officers Association

DocuSigned by: Angela Davis  
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Angela Davis  
County Administrative Officer

DocuSigned by: Troy Costales  
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Troy Costales  
President

DocuSigned by: Michael Jarvis  
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Michael W. Jarvis,  
Liebert Cassidy Whitmore

DocuSigned by: Matt Rokes  
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Matt Rokes  
Goyette, Ruano, Thompson

DocuSigned by: Melissa Cummins  
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Melissa Cummins  
Deputy County Administrator  
Personnel and Risk Management Officer

## Resolutions

**RESOLUTION OF THE BOARD OF SUPERVISORS**

**REGARDING CERTAIN TERMS AND CONDITIONS OF EMPLOYMENT FOR  
APPOINTED DEPARTMENT HEADS**

**Resolution #:** \_\_\_\_\_

**Salary Survey and Equity Adjustments**

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market an equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

The County evaluated the salary schedule structure and redesigned the schedule to consist of seven (7) steps, with five percent (5.0%) between steps one (1) through five (5), and two and a half percent (2.5%) between steps five (5) through seven (7).

The new schedule also sets 1% between each range. Due to this change classifications may receive an additional increase due to placement within the new structure.

Effective October 1, 2023, the classifications listed in Attachment A will receive equity adjustments as stated.

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

PASSED AND ADOPTED this 19<sup>th</sup> day of September 2023 by the Board of Supervisors of the County of Siskiyou by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Ed Valenzuela, Board Chair  
Board of Supervisors

ATTEST:

Laura Bynum, County Clerk

By \_\_\_\_\_  
Deputy

**Appointed Department Heads  
Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Agriculture Commissioner/Sealer	10.00%	DG070	DG108
Chief Probation Officer	10.00%	DG075	DG119
County Administrator	10.00%	XO086	XO086
County Counsel	7.00%	DG082	XO085
Director of Child Support Services	10.00%	DG076	DG123
Director of Community Development Agency	7.00%	DG179	DG131
Director of General Services	2.00%	DG076	DG115
Director of Health and Human Services Agency	10.00%	DG177	DG153
Director of Public Works	10.00%	DG080	DG133
Library / Museum Director	10.00%	DG062	DG089
Public Defender	10.00%	DG175	DG151
Transportation Commission Executive Director	10.00%	DG068	DG103

**RESOLUTION OF THE BOARD OF SUPERVISORS  
REGARDING CERTAIN TERMS AND CONDITIONS OF EMPLOYMENT FOR  
ASSISTANT DEPARTMENT HEAD EMPLOYEES**

**Resolution #:** \_\_\_\_\_

**Salary Survey and Equity Adjustments**

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market an equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

The new salary schedule also sets 1% between each range. Due to this change classifications may receive an additional increase due to placement within the new structure.

Effective October 1, 2023, the classifications listed in Attachment A will receive equity adjustments as stated.

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

PASSED AND ADOPTED this 19<sup>th</sup> day of September 2023 by the Board of Supervisors of the County of Siskiyou by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ed Valenzuela, Board Chair  
Board of Supervisors

ATTEST:  
Laura Bynum, County Clerk

By \_\_\_\_\_  
Deputy

**Assistant Department Heads  
Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Assistant Agriculture Commissioner/Sealer	10.0%	UG157	UG086
Assistant Assessor-Recorder	10.0%	UG063	UG092
Assistant Auditor/Controller	10.0%	UG071	UG111
Assistant Chief Probation Officer	10.0%	UG065	UG096
Assistant County Clerk	10.0%	UG057	UG077
Assistant District Attorney	10.0%	UG128	UG138
Assistant Public Defender	10.0%	UG128	UG138
Assistant Treasurer/Tax Collector	10.0%	UG059	UG082
Deputy Chief Probation Officer	10.0%	UG059	UG082
Deputy County Administrator - Chief Fiscal Officer	10.0%	UG071	UG111
Deputy County Administrator - Personnel and Risk Management Officer	10.0%	UG071	UG111
Deputy County Administrator - Policy, Procurement and Natural Resources C	10.0%	UG071	UG111
Deputy Director of Admin Services	10.0%	UG065	UG096
Deputy Director of Behavioral Health Division	10.0%	UG072	UG114
Deputy Director of Building	10.0%	UG068	UG104
Deputy Director of Emergency Services	10.0%	UG062	UG089
Deputy Director of Environmental Health Services	10.0%	UG066	UG099
Deputy Director of General Services	4.0%	UG070	UG095
Deputy Director of Planning	10.0%	UG068	UG104
Deputy Director of Public Health Division	10.0%	UG071	UG111
Deputy Director of Public Health Education	10.0%	UG071	UG111
Deputy Director of Road/Bridge Services	10.0%	UG067	UG101
Deputy Director of Social Services Division	10.0%	UG071	UG111
Director of Information Technology	10.00%	UG077	UG126
Director of Public Health Division	10.0%	UG077	UG126
Director of Social Services Division	10.0%	UG077	UG126
Undersheriff	10.0%	UG115	UG125

**RESOLUTION OF THE BOARD OF SUPERVISORS  
REGARDING CERTAIN TERMS AND CONDITIONS OF EMPLOYMENT FOR  
CONFIDENTIAL EMPLOYEES**

**Resolution #:** \_\_\_\_\_

**Salary Survey and Equity Adjustments**

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market an equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

The new schedule also sets 1% between each range. Due to this change classifications may receive an additional increase due to placement within the new structure.

Effective October 1, 2023, the classifications listed in Attachment A will receive equity adjustments as stated.

If classifications are expected to receive a salary increase in the same pay period, the equity adjustment and salary increase will be additive and not compounded.

**PASSED AND ADOPTED** this 19<sup>th</sup> day of September 2023 by the Board of Supervisors of the County of Siskiyou by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ed Valenzuela, Board Chair  
Board of Supervisors

ATTEST:  
Laura Bynum, County Clerk

By \_\_\_\_\_  
Deputy

**Confidential Employees  
Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>	<b>New Range</b>
Attorney I - Confidential	10.0%	CO058	CO082
Attorney II - Confidential	10.0%	CO065	CO099
Attorney III - Confidential	10.0%	CO067	CO104
Attorney IV - Confidential	10.0%	CO075	CO127
Fiscal Administrator	10.0%	CO057	CO080
Management Analyst I - Confidential	10.0%	CO042	CO046
Management Analyst II - Confidential	10.0%	CO046	CO054
Payroll Specialist	1.0%	CO046	CO045
Public Information Officer	10.0%	CO055	CO075
Staff Services Analyst I - Confidential	10.0%	CO044	CO050



**RESOLUTION OF THE BOARD OF SUPERVISORS**  
**REGARDING CERTAIN TERMS AND CONDITIONS OF EMPLOYMENT FOR**  
**ELECTED DEPARTMENT HEADS**

**Resolution #:** \_\_\_\_\_

**Salary Survey and Equity Adjustments**

The County conducted a salary survey for all 334 classifications and discovered that most of the County's classifications were significantly below market. The County offered all classifications that are below market an equity adjustment to bring them to market, but in no case can the equity adjustment exceed ten percent (10.0%). Equity adjustments will be rounded up to the nearest full percent.

Effective October 1, 2023, the classifications listed below will receive equity adjustments as stated.

<u>Classification</u>	<u>% of Increase</u>
Assessor/Recorder	10.00%
Auditor/Controller	10.00%
County Clerk	10.00%
District Attorney	10.00%
Sheriff/Coroner	10.00%
Treasurer/Tax Collector	10.00%

PASSED AND ADOPTED this 19<sup>th</sup> day of September 2023 by the Board of Supervisors of the County of Siskiyou by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ed Valenzuela, Board Chair  
Board of Supervisors

ATTEST:  
Laura Bynum, County Clerk

By \_\_\_\_\_  
Deputy

**Elected Department Heads  
Salary Survey and Equity Adjustments**

Attachment A

<b>Classification</b>	<b>Percent Increase</b>	<b>Current Range</b>
Assessor/Recorder	10.00%	DE164
Auditor/Controller	10.00%	DE163
County Clerk	10.00%	DE159
District Attorney	10.00%	DE178
Sheriff/Coroner	10.00%	DE274
Treasurer/Tax Collector	10.00%	DE161