

# SECOND READING - CONTINUED FROM 10/1/24

AGENDA NO. \_\_\_\_\_ October 1, 2024



Lakeside Plaza Building  
1401 Lakeside Drive, Suite 500  
Oakland, CA 94612-4305  
TDD: (510) 272-3703

October 1, 2024

Honorable Board of Supervisors  
County of Alameda  
1221 Oak Street, Suite 536  
Oakland, California 94612-4305

SUBJECT: ADOPT SALARY ORDINANCE AMENDMENTS TO: 1) UPDATE SUBSECTION 1-1.1 TO ESTABLISH THREE (3) NEW CLASSIFICATIONS (JOB CODES 1848, 1801, AND 1802); AND INCREASE THE SALARIES FOR CERTAIN UNREPRESENTED AND REPRESENTED CLASSIFICATIONS; AND 2) AMEND SUBSECTION 3-20.11 TO ADD THE 3 NEW JOB CODES

Dear Board Members:

## **RECOMMENDATIONS:**

Adopt Salary Ordinance amendments to:

- A. Update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to:
  - i) establish three (3) new classifications of Chief Information Security Officer (Job Code ("JC") 1848), Information Technology Acquisition Specialist I (JC 1801), and Information Technology Acquisition Specialist II (JC 1802) located in the Information Technology Department ("ITD") effective October 13, 2024;
  - ii) increase the salaries for classifications represented by Teamsters Local Union 856 ("Teamsters") by three and one-half percent (3.5%) effective October 13, 2024;
  - iii) increase the salaries for specific classifications represented by the Alameda County Management Employees Association ("ACMEA") Probation Department Managers Representation Unit 075 ("ACMEA Probation"), by three and one-half percent (3.5%) effective February 2, 2025; and
  - iv) increase the salaries for classifications represented by the County of Alameda ("County") Deputy Sheriffs' Association ("DSA"), ACMEA Sheriff's Sworn Unit ("ACMEA Sworn"), Unrepresented Sheriff's Sworn Executive Management and Unrepresented Inspector classifications related to DSA by four and seventy-one tenths percent (4.71%) effective October 13, 2024.
- B. Amend Article 3, Section 3-20 (ITD), subsection 3-20.11 to establish salary administration criteria for the three (3) new classifications of Chief Information Security Officer (JC 1848), Information Technology Acquisition Specialist I (JC 1801), and Information Technology Acquisition Specialist II (JC 1802) located in ITD effective October 13, 2024, including some non-substantive language cleanup.

## **DISCUSSION/SUMMARY:**

ITD requested that the Human Resource Services ("HRS") Department create three (3) departmental-unique classifications: 1) Chief Information Security Officer (JC 1848), 2) Information Technology Acquisition Specialist I (JC 1801), and 3) Information Technology Acquisition Specialist II (JC 1802) to meet operational needs to address the evolution of cybersecurity and a gap in information technology ("IT") procurement services. The Chief Information Security Officer (JC 1848) is a single-position classification created to enhance the County's cybersecurity. Specifically, the classification would create a comprehensive security strategy while ensuring compliance with relevant Federal, State, and local laws, and supervise assigned staff. This role would provide a higher-level oversight compared to the existing first-line supervisor classification of Infrastructure Services Manager (JC 1837). Due to the comparability in

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duties and overall responsibility, HRS proposes that the salary for the new Chief Information Security Officer classification (JC 1848) be set based on an internal alignment with the Senior Infrastructure Services Manager classification (JC 1832). In addition, the new Information Technology Acquisition Specialist I (JC 1801) and Information Technology Acquisition Specialist II (JC 1802) are flexibly-staffed classifications that require an in-depth understanding of the latest information systems, technologies and products, as well as the ability to evaluate procurement in accordance with County technology standards, and focuses on the specialized knowledge and background in IT. These flexibly-staffed classifications will allow ITD to hire staff at either an entry- or journey-level, and will be responsible for reviewing, recommending, and procuring IT goods and services, with careful consideration given to the sensitive nature of the County's systems and infrastructures. HRS recommends setting the salaries of the new Information Technology Acquisition Specialist I (JC 1801) and Information Technology Acquisition Specialist II (JC 1802) classifications to align with the ITD-specific classifications of Associate Infrastructure Services Technician (JC 1846) and Infrastructure Services Technician (JC 1828), respectively, based on ITD identifying that both series perform comparable-level work. All three (3) new classifications were approved by the Civil Service Commission on August 7, 2024. Therefore, staff recommends establishing the salaries and salary administration criteria for the three (3) new classifications effective October 13, 2024, including some non-substantive language cleanup as outlined in the attached Salary Ordinance amendment.

In addition, staff recommends amending the Salary Ordinance to increase the salaries for classifications represented by Teamsters, ACMEA Probation, DSA, ACMEA Sworn, and Unrepresented classifications related to said employee organizations, as listed in the attachment.

Subsection 12.A.5. (Wage Increases) of the 2019-2025 Memorandum of Understanding ("MOU") between Teamsters and the County stipulates that effective October 13, 2024, the County shall increase salaries to the median salary, as determined by the Teamsters salary survey in effect as of September 1, 2024. The salary survey results as of September 1, 2024 indicate that the benchmark classification of Deputy Probation Officer II ("DPO II") (JC 6110) is three and one-half percent (3.5%) below the median salary of the surveyed agencies. As such, all classifications represented by Teamsters will receive a three and one-half percent (3.5%) salary increase effective October 13, 2024. Moreover, ten (10) classifications represented by ACMEA Probation have salary increases tied to the same Teamsters salary survey, effective February 2, 2025. Subsection 15.D.6 (Wage Increases for Classifications Tied to Deputy Probation Officer II, Job Code 6110NM, Benchmark Classification) of the 2020-2025 MOU between ACMEA Probation and the County stipulates that effective February 2, 2025, specific ACMEA Probation classifications shall receive the same wage increase percentage as granted on October 13, 2024 to the benchmark classification of DPO II (JC 6110). Therefore, staff recommends increasing the salaries for the ten (10) ACMEA Probation-represented classifications by three and one-half percent (3.5%) effective February 2, 2025.

In addition, subsection 25.A.6. of the 2012-2025 MOU between the County and DSA stipulates that effective October 13, 2024, the County shall increase the salaries to two percent (2.0%) above the median salary as determined by the Deputy Sheriff II (JC 8604) salary survey in effect as of September 30, 2024, provided, however, that in no event shall the increase exceed five percent (5.0%). The salary survey as of September 30, 2024 indicates that the benchmark classification of Deputy Sheriff II (JC 8604) is two and seventy-one tenths percent (2.71%) below the median salary of the surveyed agencies. As such, staff recommends increasing the salaries for classifications represented by DSA by four and seventy-one tenths percent (4.71%) effective October 13, 2024.

Further, Section 22. (Wages) of the 2021-2026 MOU between the County and ACMEA Sworn stipulates that future wage increases for the classifications of Lieutenant (JC 8620), Captain (JC 8625) and Division Commander (JC 8635) will be the same percentage amount and effective on the same date as the increases granted to the classification of Sergeant (JC 8617). As such, staff recommends increasing the salaries for all classifications represented by ACMEA Sworn by the same increase as DSA of four and seventy-one tenths percent (4.71%) effective October 13, 2024.

And historically, when DSA-represented classifications receive a salary increase, the following unrepresented classifications in the Office of the District Attorney ("DAO") received the same salary increase: 1) Assistant Chief of

Inspectors (JC 8544), 2) Chief of Inspectors (JC 8545), and 3) Director, Victim Witness Program (JC 8575). Therefore, staff recommends that said unrepresented classifications receive the same four and seventy-one tenths percent (4.71%) salary increase effective October 13, 2024.

Lastly, the Unrepresented Sheriff's Sworn Executive Management classifications of Assistant Sheriff (JC 0053) and Undersheriff (JC 0055) receive the same salary increase as ACMEA Sworn. Therefore, staff recommends that said Unrepresented classifications receive the same four and seventy-one tenths percent (4.71%) effective October 13, 2024.

**SELECTION CRITERIA:**

N/A


**FINANCING:**

Funds are available in the 2024-2025 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from the recommendations.

**VISION 2026 GOAL:**

The recommendations meet the 10x goal pathways of **Employment for All** in support of our shared vision of a **Prosperous and Vibrant Economy**.

Very truly yours,

DocuSigned by:  
  
24C63D8E974A48D  
Margarita Zamora, Interim Director  
Human Resource Services

cc: CAO  
Auditor-Controller  
Chief Information Officer  
Chief Probation Officer  
District Attorney  
Sheriff

By   
Kristy van Herick, Asst. County Counsel

O-2024-33

AN ORDINANCE AMENDING  
CERTAIN PROVISIONS OF THE 2024 – 2025  
COUNTY OF ALAMEDA SALARY ORDINANCE

The Board of Supervisors of the County of Alameda ordains as follows:

**SECTION I**

**Article 1, Section 1-1, Subsection 1-1.1** of the County of Alameda Salary Ordinance is hereby amended thereto of the following job codes, titles and salaries effective as shown below:

Job Code		Classification Title	Unit Code	Effective Date	Step 01	Step 02	Step 03	Step 04	Step 05	FLSA Status
1848	SM	Chief Information Security Officer	U15	10/13/2024	6,785.60				9,060.00	X
1801	PA	Information Technology Acquisition Specialist I	U15	10/13/2024	3,012.00				3,658.40	X
1802	PA	Information Technology Acquisition Specialist II	U15	10/13/2024	3,453.60				4,408.00	X
6105	NM	Deputy Probation Officer, Trainee	072	10/13/2024					2,964.80	N
6107N	NM	Probation Intern SAN	037	10/13/2024	22.93				23.82	N
6108	NM	Deputy Probation Officer I	072	10/13/2024	3,598.40	3,781.60	3,967.20	4,179.20	4,395.20	N
6110	NM	Deputy Probation Officer II	072	10/13/2024	3,967.20	4,179.20	4,395.20	4,611.20	4,844.80	N
6112N	NM	Deputy Probation Officer SAN	072	10/13/2024					61.74	N
6115	NM	Deputy Probation Officer III	072	10/13/2024	4,395.20	4,611.20	4,844.00	5,091.20	5,327.20	N
6120	PA	Special Services Supervisor	075	2/2/2025	4,793.60	5,021.60	5,262.40	5,521.60	5,782.40	X
6121	SM	Camp Supervisor, Probation	075	2/2/2025	4,584.00	4,798.40	5,037.60	5,274.40	5,517.60	X
6122	SM	Unit Supervisor, Probation	075	2/2/2025	5,008.00	5,248.00	5,494.40	5,769.60	6,035.20	X
6123	SM	Section Supervisor Prob Dept	075	2/2/2025	5,375.20	5,640.00	5,932.80	6,228.80	6,531.20	X
6124	SM	Deputy Chief Probation Officer	075	2/2/2025	6,879.20				8,361.60	X
6126	PA	Division Director	075	2/2/2025	5,533.60	5,809.60	6,108.80	6,416.80	6,728.00	X
6230	SM	Assist Superintendent, Prob	075	2/2/2025	5,064.80	5,320.00	5,587.20	5,865.60	6,159.20	X
6235	SM	Superintendent, Probation	075	2/2/2025	6,210.40	6,518.40	6,856.00	7,201.60	7,538.40	X
6260	SM	Asst Camp Director	075	2/2/2025	5,415.20	5,664.00	5,946.40	6,221.60	6,528.80	X
6270	SM	Camp Superintendent	075	2/2/2025	5,908.80	6,208.00	6,522.40	6,852.00	7,176.00	X
0053	EM	Assistant Sheriff	051	10/13/24					11,634.40	X
0055	EM	Undersheriff	051	10/13/24					12,608.80	X
8544	SM	Assistant Chief of Inspectors	046	10/13/24	8,150.40	8,551.20	8,987.20	9,426.40	9,896.80	X
8545	SM	Chief of Inspectors	046	10/13/24	8,934.40	9,372.00	9,835.20	10,338.40	10,839.20	X
8575	SM	Director, Victim Witness Program	046	10/13/24	6,756.80	7,096.00	7,440.80	7,813.60	8,197.60	X
8601	NM	Deputy Sheriff's Recruit	013	10/13/24	3,708.80					N
8602	NM	Deputy Sheriff I	013	10/13/24			4,017.60	4,213.60	4,421.60	N
8603N	NM	Deputy Sheriff SAN	U13	10/13/24	50.77	53.30	55.98	58.77	61.73	N

Job Code		Classification Title	Unit Code	Effective Date	Step 01	Step 02	Step 03	Step 04	Step 05	FLSA Status
8604	NM	Deputy Sheriff II	013	10/13/24	4,679.20	4,938.40	5,158.40	5,427.20	5,681.60	N
8617	NM	Sergeant	S13	10/13/24			6,155.20	6,466.40	6,782.40	N
8620	SM	Lieutenant	026	10/13/24			7,470.40	7,844.80	8,231.20	X
8625	SM	Captain	027	10/13/24	7,792.80	8,181.60	8,585.60	9,020.80	9,464.80	X
8635	SM	Division Commander	028	10/13/24	8,968.80	9,409.60	9,875.20	10,379.20	10,884.00	X

## SECTION II

**Article 3, Section 3-20, Subsection 3-20.11** of the County of Alameda Salary Ordinance is hereby amended to read as follows:

3-20.11 – Employees in Job Codes 1801, 1802, 1848, 9212, and 9214 may be compensated at any biweekly amount within the salary range for said classifications as determined by the Department Head.

## SECTION III

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.

**THE FOREGOING** was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this **8<sup>th</sup>** day of October, **2024**, to wit:

**AYES:** Supervisors Carson, Haubert, Marquez, Tam & President Miley – **5**

**NOES:** None

**EXCUSED:** None

*Kate Miley*

**PRESIDENT, BOARD OF SUPERVISORS**

File No: 31298  
Agenda No: 29  
Document No: O-2024-33



I certify that the foregoing is a correct copy of a Ordinance adopted by the Board of Supervisors, Alameda County, State of California

**ATTEST:**  
Clerk, Board of Supervisors

By: R. Bailey  
Deputy