



HUMAN RESOURCES DEPARTMENT

LAURA S. ARMOR
Director

June 24, 2008

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Approval of a tentative agreement with the Probation Managers Association for a three-year Memorandum of Understanding

Dear Board Members:

RECOMMENDATION: It is the recommendation of the Department of Human Resources that your Board approve a tentative agreement for a three-year memorandum of understanding with the Probation Managers Association (PMA) and authorize the Board President to execute the Memorandum of Understanding (MOU). The agreement is effective July 1, 2008.

SUMMARY:

Term	July 1, 2008 - June 30, 2011.		
General Salary Adjustments	<p>Effective the first (1st) pay period of July 2008 the rate of pay for all classes and employees shall be increased by four percent (4%).</p> <p>Effective the first (1st) pay period in July 2009, the rate of pay for all classes and employees shall be increased by three to five percent (3-5%) based on the April-to-April, San Francisco-Oakland-San Jose Consumer Price Index-Urban (CPI-U).</p> <p>Effective the first (1st) pay period in July 2010, the rate of pay for all classes and employees shall be increased by two to five percent (2-5%) based on the April-to-April, San Francisco-Oakland-San Jose CPI-U.</p>		
Equity Adjustments	<p>Effective the first pay period in July 2008, the following equity adjustments will be made:</p> <table><tr><td>Superintendent of Juvenile Hall</td><td>2.7%</td></tr></table>	Superintendent of Juvenile Hall	2.7%
Superintendent of Juvenile Hall	2.7%		

	Probation Supervisor .4%
Biweekly Fringe Benefits	<p>For Miscellaneous Employees:</p> <p>Effective December 16, 2007, any employee whose fringe benefit package amount under the new formula is less than their prior fringe benefit package amount (base period to be determined) will have the prior fringe benefit package amount frozen, and, if currently receiving cash back as of the effective date, will continue to receive cash back received as of 12/17/07. New employees will not be eligible for cash back except as noted under Waiver of Participation.</p> <p>Effective the second (2nd) pay period in December 2008, the pay period in which there will be an increase in health insurance premiums, the County will provide four hundred ninety-one (\$491) towards the biweekly fringe-benefit package.</p> <p>Effective the second (2nd) pay period in December 2009, the pay period in which there will be an increase in health insurance premiums, the County will provide five hundred twenty-five (\$525) towards the biweekly fringe-benefit package.</p> <p>Effective the second (2nd) pay period in December 2010, the pay period in which there will be an increase in health insurance premiums, the County will provide an increase in the bi-weekly fringe benefit package dollar amount in an amount equivalent to the October 2009-to-October 2010 San Francisco-Oakland-San Jose CPI-U.</p> <p>For Safety Employees:</p> <p>Effective December 16, 2007, any employee whose fringe benefit package amount under the new formula is less than their prior fringe benefit package amount (base period to be determined) will have the prior fringe benefit package amount frozen, and, if currently receiving cash back as of the effective date, will continue to receive cash back received as of 12/17/07. At no time shall cash back exceed 8% of bi weekly salary. New employees will not be eligible for cash back except as noted under Waiver of Participation.</p>

	<p>Effective the second (2nd) pay period in December 2008, the pay period in which there will be an increase in health insurance premiums, the County will provide four hundred five dollars (\$405) plus three percent (3%) toward the biweekly fringe-benefit package.</p> <p>Effective the second (2nd) pay period in December 2009, the pay period in which there will be an increase in health insurance premiums, the County will provide four hundred twenty-five dollars (\$425) plus three percent (3%) toward the biweekly fringe-benefit package.</p> <p>Effective the second (2nd) pay period in December 2010, the pay period in which there will be an increase in health insurance premiums, the County will provide an increase in the bi-weekly fringe benefit package dollar amount in an amount equivalent to the October 2009-to-October 2010 San Francisco-Oakland-San Jose CPI-U.</p> <p>Any employee covered by this agreement may make written application to the Human Resources Director for waiver of required participation in a County medical plan, if said employee provides acceptable proof of equivalent coverage in a group plan through other sources. An employee who waives participation under this section shall use the fringe benefit package to pay up to 50% of the employee's cost of retirement. If there is money remaining in the employee's biweekly fringe benefit package allocation, the employee is eligible to receive up to \$100.00 per pay period as cash back. Otherwise, effective December 16, 2007, there will be no additional cash back provided.</p> <p>C. Effective March 29, 2000, all represented employees will enroll in the Vision Services Plan as a mandatory benefit. Enrollment is optional to dependents who must be enrolled at the same time or within 30 days of becoming a dependent.</p> <p>D. The County agrees to meet and confer with</p>
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	Association in connection with negotiations, bid invitations, or changes in coverage of applicable medical, dental, life and long-term disability insurance programs.
Quarterly Medical Reimbursements	<ul style="list-style-type: none"> • The County will reimburse out of pocket insurance costs as provided below, in accordance with the following implementation procedures: • Allowance for each employee will not exceed actual out-of-pocket up to cap set for each level. • Payments will be made quarterly as a pay adjustment for current employees. • Supplemental checks will be provided on a pro-rata basis for employees who have left County employment during the quarter. • An employee will be considered to be in the group in which he/she started the quarter even if the employee moves to another level during the quarter. <p>For Miscellaneous Employees: In accordance with the above, the following fringe benefits adjustments shall be made to offset out-of-pocket medical insurance costs:</p> <p>For each full-time (1.0 FTE) regular hire employee whose annual salary is between \$65,000 and \$84,999 and has insurance coverage of employee plus two or more, an annual allowance of up to \$1250 will be provided.</p> <p>For each full-time (1.0 FTE) regular hire employee whose annual salary is between \$85,000 and \$104,999 and has insurance coverage of employee plus two or more, an annual allowance of up to \$1250 will be provided.</p> <p>Part-time benefits eligible employees will be provided allowances as described above but on a pro-rata basis.</p> <p>For Safety Employees: For each full-time (1.0 FTE) regular hire employee whose annual salary is between</p>

	<p>\$45,000 and \$64,999 and has insurance coverage of employee plus two or more, an annual allowance of up to \$1250 will be provided.</p> <p>For each full-time (1.0 FTE) regular hire employee whose annual salary is between \$65,000 and \$84,999 and has insurance coverage of employee plus two or more, an annual allowance of up to \$750 will be provided.</p>
Management Leave	<p>The County will credit each full-time management employee who is exempt under the Fair Labor Standards Act (FLSA) and not eligible for time-and-a-half overtime under this Agreement with forty (40) hours of management leave effective July 1, 2008 and every July 1st thereafter.</p>
Grievance Procedure	<p>Current contract language on grievances is removed and instead is replaced by the following language:</p> <p>All grievances shall be processed in accordance with Personnel Management Regulation (PMR) 24.</p>
Retiree Health Benefit Plan #4 (Side letter agreement)	<p><u>Benefit Plan #4</u> Eligibility: Membership date on or after January 1, 2008, 5 years of credited County service and 5 years of continuity of coverage in the plan at the time of retirement:</p> <p>Level of Benefit: Medical and dental premiums are subject to years of credited County service (exclusive of Golden Handshakes and Public Service Buybacks) with an allocation factor of \$150 per year to a maximum of 20 years of service (\$3000) annually. Dependent coverage is available- paid by the retiree.</p>
Retirement	<p>Retirement language remains the same <u>except</u>:</p> <ul style="list-style-type: none"> • Employees enrolled in Public Safety retirement shall contribute an additional five percent (5%) of salary to offset the County's cost of safety retirement. • Effective October 2009, the year-2 equity money described in Section XXI will first be applied to reduce the safety retirement offset described above by three-tenths percent (.3%), so that employees who have safety retirement will pay a four and seven-tenths percent (4.7%) pretax safety

	<p>retirement cost offset to the County.</p> <ul style="list-style-type: none">• Effective October 2010, the year three (3) equity money described in Section XXI will first be applied to reduce the safety retirement offset described above by an additional two-tenths percent (.2%) so that employees with safety retirement will pay a four-and-one-half-percent (4.5%) pretax safety retirement cost offset on an ongoing basis.
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Additional agreements were made, which include:

Clean-up on the non-discrimination clause

Removal of the section entitled Healthcare cost containment


Reduction of Union representation hours from 40 per week to 14 per week.

FISCAL IMPACT: The estimated annual full cost for Fiscal Year 2008-2009 is \$83,839. Funds have been budgeted by the County Administrator for these increases.

REVIEWED BY:

<input type="checkbox"/>	Auditor	<input type="checkbox"/>	N/A
<input type="checkbox"/>	County Counsel	<input type="checkbox"/>	N/A
<input checked="" type="checkbox"/>	Human Resources	<input type="checkbox"/>	N/A

Respectfully Submitted,


Laura Armor
Director of Human Resources

cc: Michael Aycock, Personnel Analyst II, Human Resources
Steve Blair, Superintendent of Juvenile Hall
Bill Burke, Chief Probation Officer, Probation
Mike Daly, Chief Deputy Probation Officer, Probation
Larry Daniel, Senior Personnel Analyst, Human Resources
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Mariano Zamudio, Chief of Administrative Services, Probation