

RESOLUTION NO. 2020-007

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF TRINITY
ESTABLISHING NON-REPRESENTED (GENERAL)
CLASSIFICATION SALARIES AND BENEFITS**

WHEREAS, the Board of Supervisors is empowered to establish compensation and benefits for elected and appointed Department Heads, Management and Confidential, Non-Represented and Classified employees; and

WHEREAS, Government Code sections 3500-3510, known as the Meyers-Milias-Brown Act allow for full communication between public employers and their employees including non-represented employees, and;

WHEREAS, the Meyers-Milias-Brown Act provides for a responsible method of resolving disputes regarding wages, hours, and other terms and conditions of employment; and

WHEREAS, pursuant to Government Code Section 3502, the classifications outlined in this Resolution are not represented by a recognized bargaining unit; and

WHEREAS, the County last adopted a Non-Represented (General) salary resolution on July 17, 2018; and

WHEREAS, the classifications outlined in this Resolution are:

Accounting Benefit Technician
Administrative Clerk I –NR
Administrative Clerk II - NR
Administrative Coordinator I -NR
Administrative Coordinator II –NR
Grants Coordinator I
Grants Coordinator II
Housing Program Coordinator
Information Systems Specialist I
Information Systems Specialist II
Information Systems Specialist III
Information Systems Specialist, Sr
Loss Prevention Specialist I
Loss Prevention Specialist II
Personnel Technician

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Trinity hereby establishes compensation and benefits for the Non-Represented (General) classification series as follows:

1. Salaries

- a. Salaries shall be established pursuant to a formally adopted salary schedule and as updated from time to time.

- b. County will increase salaries as follows:
Commencing July 1, 2019 COUNTY shall increase employees' salary as indicated on the attached spreadsheet A.
- c. C.O.L.A. - All employee classifications shall receive a 1.5% Cost of Living Adjustment (C.O.L.A.) on July 1, 2022, and a 1.5% C.O.L.A. on July 1, 2023.

2. Medical and Life Insurance

a. Employee Medical Insurance

Commencing with the January 2020 premiums, COUNTY shall pay 90% of the bundled premium for eligible employees at the employee only PERS Choice medical premium. Said premium to commence on the 1st of the month following the month of employment for each employee. COUNTY may change medical insurance programs during the term of this contract, and shall pay the premium for employee medical insurance with comparable coverage to PERS Choice upon change in policies. The bundled premium is the total premium of employee only PERS Choice medical insurance, plus employee only vision insurance and plus family dental insurance.

Employees recognize herein that Medical deductions are made a month in advance and Vision/Dental deductions are made in the month for which the premium applies.

All retirees and any employee hired prior to the date of ratification of this Agreement shall be entitled to COUNTY payment of full medical benefits at the Employee Only PERS Choice premium or other equivalent plan adopted prior to retirement. Employees hired after the date of ratification of this Resolution shall be entitled to COUNTY payment of the CalPERS statutory minimum contribution towards any elected plan adopted prior to retirement.

Should an employee and his/her spouse or registered domestic partner both work for the County and are both eligible for County-provided health contributions, one employee may choose in writing to be added to this/her spouse's or registered domestic partner's insurance as a dependent, and the County will make a contribution to the dependent coverage that is equal to 90% of the bundled premium for eligible employees at the employee only PERS Choice medical premium, but in no event shall the total County contribution be greater than \$850.00 per spouse.

b. Retiree Medical Insurance

All retirees, retired or hired prior to the date of ratification, eligible for Medicare shall convert to the PERS Medicare plan and shall be entitled to COUNTY payment of full medical benefits at the Employee Only PERS Choice premium. Employees hired after the date of ratification, eligible for Medicare shall convert to the PERS Medicare plan and shall be entitled to COUNTY payment of the CalPERS statutory minimum contribution.

For covered employees hired on or prior to ratification of the resolution who retire from active County service, the retiree medical premium will be paid as follows:

(1) The County will continue to pay the statutory minimum amount prescribed by Government Code section 22892 directly to CalPERS;

(2) CalPERS will deduct the balance of the medical premium from the retiree's retirement payment; and

(3) The County will concurrently reimburse the retiree the PERS Choice employee only rate, minus the statutory amount prescribed by Government Code section 22892 paid by the County directly to CalPERS.

For covered employees hired after ratification of the resolution who retire from active County service, the retiree medical premium will be paid as follows:

(3) The County will continue to pay the statutory minimum amount prescribed by Government Code section 22892 directly to CalPERS; and

(2) CalPERS will deduct the balance of the medical premium from the retiree's retirement payment.

- c. The provisions in subsection (B) shall only take effect if ALL Trinity County Bargaining Units agree to these provisions being implemented. In addition, COUNTY shall provide notice of the proposed changes to CalPERS by November 1st in the year preceding the proposed change.
- d. Employee Life Insurance, Vision and Dental Coverage
COUNTY shall pay the entire premium for employees' life insurance with \$25,000 coverage. Employee only VSP vision insurance coverage and family dental insurance coverage with Delta Dental premiums shall commence on the 1st of the month after each employee has completed six (6) months of employment. COUNTY may change insurance providers provided the benefits provided are equal to those currently in effect.
- e. Opt-Out Provision (Cash-in-Lieu)
Commencing July 1, 2019 and continuing through June 30, 2024, any employee hired prior to the Date of Ratification of this Resolution, who is eligible and elects not to participate in the COUNTY's medical, dental and/or vision benefits, shall be entitled to the COUNTY's cost, up to the maximum contribution to a member's qualified deferred compensation account, flexible benefit plan or as a cash payment of not more than seven hundred dollars (\$700.00). Cash payments shall be reduced by applicable payroll deductions.

Commencing July 1, 2024, any employee hired prior to the Date of Ratification of this MOU, who is eligible and elects not to participate in the COUNTY's medical, dental and/or vision benefits, shall be entitled to the COUNTY's cost, up to the maximum contribution to a member's qualified deferred compensation account of not more than seven hundred dollars (\$700.00).

Employees hired after the Date of Ratification of this Resolution, are not eligible for the contribution to a deferred compensation account, flexible benefit plan or cash payment opt-out options above.

Any eligible employee who elects to opt-out of County medical insurance shall provide proof of insurance showing the coverage period to the County on an annual basis and/or when requested.

- f. **Total County Medical Contribution Cap**
Notwithstanding the foregoing, COUNTY contributions for medical, dental, and vision insurance shall be capped at a total cost to COUNTY of \$850.00 per month. Employees shall be responsible for any future increases in medical, dental or vision insurance costs above the \$850.00 cap, except that, upon retirement, employees hired prior to ratification of this Resolution shall be entitled to PERS Choice employee only full medical benefits, as stated in Article IV, section 5, subsections (A) and (B).

3. Flexible Benefit Plan

- a. County shall provide a flexible benefit plan for each employee. It is the intent of the parties that the plan conforms with the requirements of Section 125 of the Internal Revenue Code and regulations issued pursuant thereto.

4. Retirement Plans and Contributions

- a. The California Public Employee Retirement System (CalPERS) Pension Plan is designated as the County's primary plan for the employees. The County shall provide retirement through the Public Employee's Retirement System (PERS) for current employees using PERS formula 2.5 @ 55.
 - i. Employees shall assume full responsibility for the payment of PERS retirement benefits as follows:
 - 1. On July 1, 2015, employees will begin contributing an additional 5% towards payment of the employee portion of the PERS retirement contributions.
- b. New employees of Trinity County who are also "new members" of PERS are subject to the provisions of the Public Employee's Pension Reform Act of 2013 shall be employed under the formula for miscellaneous employees, 2.0% at 62, and are required to pay an employee contribution as established by PERS.
- c. County shall implement the CalPERS Section 21548 Pre-Retirement Option Settlement 2 Death Benefit.

5. Conversion of Sick Leave to Retirement Credit or Pay-off of Remaining Hours

- a. Employees who were employed by the County as of March 19, 1996, and who have a minimum of ten (10) years of continuous service at the time of separation in good standing from County employment, shall have the option to be compensated for unused sick hours up to a maximum of 50% of 960 hours and conversion of any remaining hours to PERS retirement; or to convert all unused sick hours to PERS retirement; or any combination thereof.
- b. Employees hired after March 19, 1996, shall not have the option of sick leave payoff, but, along with all other current employees, shall have the option of converting all available sick leave hours at the time of retirement from County service to PERS retirement credit in accordance with Section 29862.8 of the CalPERS Credit for Unused Sick Leave.

6. Reimbursement for Tuition

- a. With prior approval by the Department Head and Personnel Officer, and subsequent to satisfactory completion of a course relating to management or the employee's department, the Employee may submit a claim for reimbursement of tuition and instructional materials. Said reimbursement shall not exceed five hundred dollars (\$500.00) per employee per fiscal year. In the event the approved course is scheduled during the employees' regular work hours, the Department Head may recommend release time for the class provided that, in the Department Head's view, the time off does not unreasonably impact the discharge of the department's duties, functions and/or activities.

7. Y-Rates

- a. Employees occupying certain classifications may have been, or will be during the term of this Agreement, Y-rated. Employees designated for Y-rating shall be given no salary increases in any form including cost of living adjustments until such time as the Y-rates are removed through adjustment to the compensation plan.

8. Leave

a. General Provisions

- i. Except as expressly provided herein, the provisions of Article IX, Chapter 2.60 of the Trinity County Code are incorporated herein by reference.

b. Holiday Pay

- i. To earn holiday pay an employee must work the day before and the day after, if scheduled, unless on pre-approved vacation, using pre-approved compensatory time or using sick leave (the Department Head may deny sick pay pending proof of illness).
- ii. The Holiday Leave as provided in the Trinity County Code Chapter 2.60, Article IX, Section 2.60.530, subsection A, shall include December 24 (Christmas Eve).

- iii. The Holiday Leave as provided in the Trinity County Code Chapter 2.60, Article IX, Section 2.60.530, subsection B, shall be modified as follows:
- iv. B. When a holiday as defined in this section falls on a Saturday, the preceding Friday shall be observed as a holiday. When a holiday as defined in this section falls on a Sunday, the following Monday shall be observed as a holiday.
- v. When December 24 falls on a Friday it shall be observed on the preceding Thursday.
- vi. When December 24 falls on a Sunday it shall be observed on the preceding Friday.

9. Incorporation of Personnel Code

- a. Employees under this Resolution shall be subject to all provisions of the County Personnel Code and County Policies as amended, except as provided by law.

10. Per Diem Rates

Per Diem shall be granted in accordance with Trinity County Code Section 2.60, Article XII – Travel Policy.

Section 2.60.770(C) – Travel Reimbursement shall read as follows:

C. Meal & Incidentals Reimbursement

- 1. In order to be eligible for breakfast reimbursement, an employee must leave at least two hours before their regular work time. In order to be eligible for dinner reimbursement, an employee must arrive at their worksite or home at least two hours after their regular work time. An employee eligible for two or three meals on the same day may claim reimbursement for the combined total of each eligible meal (fifty or sixty-five dollars) regardless of the actual number of meals eaten. However, employees shall not be eligible for reimbursement for meals that are included in the cost of any registration fee.
- 2. Meal reimbursements for overnight travel in excess of 24 hours shall be at \$50.00 per day for travel within the following counties:

Alpine	Lake	Shasta
Amador	Lassen	Solano
Butte	Madera	Stanislaus
Calaveras	Merced	Sutter
Colusa	Modoc	Tehama
Del Norte	Plumas	Trinity
El Dorado	San Benito	Tuolumne
Glenn	Sierra	Yuba
Imperial	Siskiyou	

3. Meal reimbursements for overnight travel in excess of 24 hours shall be at \$65.00 per day for travel within the following counties:

Alameda	Mono	San Joaquin
Contra Costa	Monterey	San Luis Obispo
Fresno	Napa	San Mateo
Humboldt	Nevada	Santa Barbara
Inyo	Orange	Santa Clara
Kern	Placer	Santa Cruz
Kings	Riverside	Sonoma
Los Angeles	Sacramento	Tulare
Marin	San Bernardino	Ventura
Mariposa	San Diego	Yolo
Mendocino	San Francisco	

Per-diem localities with county definitions shall include “all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties”.

4. Meal reimbursement shall be at \$65.00 per day for overnight travel outside of the State of California.
5. Employees shall not be eligible for reimbursement for meals that are included in the cost of any registration fee (Continental Breakfasts not included). If an employee needs to deduct a meal amount, first determine the location where you will be working on official travel. Find the corresponding amount on the first column of the table (M&IE Total) and then look across that row for each specific meal deduction amount.

Total	Breakfast	Lunch	Dinner
\$50.00	\$12.00	\$15.00	\$23.00
\$65.00	\$15.00	\$20.00	\$30.00

All other provisions of Section 2.60.770 not in conflict with the language of this MOU shall remain unchanged.

DULY PASSED AND ADOPTED this 4th day of February, 2020 by the Board of Supervisors of the County of Trinity by motion, second (Fenley/Morris), and the following vote:

AYES: Supervisors Morris, Fenley, Groves, Brown and Chadwick
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None



BOBBI CHADWICK, CHAIRMAN
Board of Supervisors
County of Trinity
State of California

ATTEST:

RICHARD KUHNS, Psy.D.
Clerk of the Board of Supervisors

By:  Deputy

