

BOARD MEETING DATE: November 6, 2015

AGENDA NO. 13

PROPOSAL: Amend Salary Resolution to Establish Five Step Salary Range for Health Effects Officer Classification

SYNOPSIS: To aid in the recruitment and selection for the Health Effects Officer position, staff is proposing to establish a five step salary range instead of a single designated annual salary listed in the Salary Resolution. There is an initial salary savings associated with this action should the position be filled at less than the single designated salary amount. Sufficient funding exists in the FY 2015-16 Budget to fill this position.

COMMITTEE: Personnel, October 28, 2015; Recommended for Approval

RECOMMENDED ACTION:

Amend the Salary Resolution to establish a five step salary range for the Health Effects Officer position.

Barry R. Wallerstein, D.Env.
Executive Officer

WJJ

Background

With the retirement of the Health Effects Officer in August 2015, this Designated Deputy classification was listed in the Salary Resolution with a single annual salary amount. As the recruitment process is ongoing and pending a selection of a suitable replacement for this critical position, staff is proposing to provide the Executive Officer with greater latitude in the consideration and placement of a wider range of qualified applicants with varying professional experience and educational backgrounds, by implementing a five (5) step salary range for the Health Effects Officer classification. Article 3, Section 12, Step Pay Plan, of the Salary Resolution provides general rules for classification covered by the Salary Resolution, such as the Health Effects Officer classification. Based on the customary five-step progression, the candidate selected for the Health Effects Officer position would be eligible for advancement to the next salary step upon completion of one (1) year of continuous service predicated on a rating of "Satisfactory" or better on an annual performance evaluation.

Proposal

This action is to amend the Salary Resolution to establish a five step salary range for the Health Effects Officer classification.

Resource Impacts

This action will likely result in potential cost saving should the Health Effects Officer position be filled at less than the annual salary amount listed in Chapter III, Article 7 of the Salary Resolution. Sufficient funding exists in the FY 2015-16 Budget to fill this position.

Attachments

Attachment A - Resolution

Attachment B – Changes to Salary Resolution, Chapter III, Article 7

ATTACHMENT A
RESOLUTION NO. 15-

A Resolution of the South Coast Air Quality Management District Governing Board to amend the *Salary Resolution* to implement a five step salary range for the Designated Deputy classification of Health Effects Officer.

WHEREAS, the Governing Board of the South Coast Air Quality Management District is authorized to establish levels of compensation for the SCAQMD employees, and finds it appropriate to implement a five step salary range for the Designated Deputy position of Health Effects Officer, to allow the Executive Officer greater latitude in the consideration of applicants for the position.

THEREFORE, BE IT RESOLVED that the Board of the South Coast Air Quality Management District, in a regular session assembled November 6, 2015, in Diamond Bar, California, does hereby amend SCAQMD's *Salary Resolution* to provide for a five step salary range for the Designated Deputy position of Health Effects Officer.

AYES:

NOES:

ABSTAIN:

ABSENT:

Date

Sandra McDaniel, Clerk of the Board

ATTACHMENT B

SOUTH COAST

AIR QUALITY MANAGEMENT DISTRICT

SALARY RESOLUTION

~~December 5, 2014~~

November 6, 2015

ARTICLE 7

DESIGNATED DEPUTY ANNUAL SALARIES

(Effective with the start of the pay period encompassing January 1, 2015)

Assistant Chief Deputy Counsel, Major Prosecutions	\$158,049
Assistant Deputy Executive Officer	\$155,669
Chief Deputy Counsel	\$178,398
Deputy Executive Officer, including Chief Financial Officer	\$166,615
Director of Strategic Initiatives	\$148,723
Health Effects Officer	<u>\$122,355</u> - \$148,723
Intergovernmental Affairs Officer	Vacant
Senior Policy Advisor	\$151,614

(Effective with the start of the pay period encompassing January 1, 2016)

Assistant Chief Deputy Counsel, Major Prosecutions	\$160,420
Assistant Deputy Executive Officer	\$158,004
Chief Deputy Counsel	\$181,074
Deputy Executive Officer, including Chief Financial Officer	\$169,114
Director of Strategic Initiatives	\$150,954
Health Effects Officer	<u>\$124,190</u> - \$150,954
Intergovernmental Affairs Officer	Vacant
Senior Policy Advisor	\$153,888

(Effective with the start of the pay period encompassing January 1, 2017)

Assistant Chief Deputy Counsel, Major Prosecutions	\$162,826
Assistant Deputy Executive Officer	\$160,374
Chief Deputy Counsel	\$183,790
Deputy Executive Officer, including Chief Financial Officer	\$171,651
Director of Strategic Initiatives	\$153,218
Health Effects Officer	<u>\$126,053</u> - \$153,218
Intergovernmental Affairs Officer	Vacant
Senior Policy Advisor	\$156,196