



DATE: March 21, 2023

TO: Mayor and City Council

FROM: Director of Human Resources

SUBJECT: Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2023

RECOMMENDATION

That Council adopts a resolution (Attachment II) approving an amendment to the City of Hayward Salary Plan for Fiscal Year 2023 (FY 2023), which designates all classifications and corresponding salary range for employment in the City of Hayward as of March 27, 2023, superseding Resolution No. 23-042.

SUMMARY

As required by the Municipal Code, the FY 2023 Salary Plan has been updated to reflect salary corrections to two (2) classifications in the City's classified service. On March 9, 2023, the Personnel Commission held a public hearing in which it reviewed the two classifications and recommended to Council the correction for each position, effective March 27, 2023.

BACKGROUND/DISCUSSION

Salary Corrections:

In December 2022, the Personnel Commission recommended to Council the approval of a ten percent (10%) salary increase to the salaries for Crime Scene Specialist and Crime Scene Technician based on a letter of understanding between the City of Hayward and Service Employee International Union, Local 1021 (SEIU). Pursuant to the letter of understanding, the salary increases were retroactive to December 20, 2021. Due to an administrative error, the salaries for Crime Scene Specialist and Crime Scene Technician that were presented to the City Council on January 17, 2023, were not reflective of a 3% COLA adjustment SEIU employees received in July 2022. As such, the salaries for Crime Scene Specialist and Crime Scene Technician have been revised to reflect the 3% COLA adjustment.

CRIME SCENCE SPECIALIST (C687): The salary range for Crime Scene Specialist is \$42.69 per hour at Step A and \$51.07 per hour at Step E

CRIME SCENE TECHNICIAN (C685): The salary range for Crime Scene Technician is \$38.81 per hour at Step A and \$46.42 per hour at Step E

FISCAL IMPACT

CRIME SCENE SPECIALIST: There is no additional annual fiscal impact for Crime Scene Specialist. The fiscal impact presented to the City Council on January 17, 2023, accounted for the 3% COLA adjustment.

CRIME SCENE TECHNICIAN: There is no additional annual fiscal impact for Crime Scene Technician. The fiscal impact presented to the City Council on January 17, 2023, accounted for the 3% COLA adjustment.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to one of the City Council's Strategic Roadmap initiatives.

NEXT STEPS

If approved, salary corrections will be implemented with coordination between the Human Resources and Finance Departments.

Prepared by: Valeria Cazares, Human Resources Technician

Recommended by: Brittney Frye, Director of Human Resources
Regina Youngblood, Assistant City Manager

Approved by:



Kelly McAdoo, City Manager