



DATE: July 24, 2018

TO: Mayor and City Council

FROM: Director of Human Resources

SUBJECT: Adoption of Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2019

RECOMMENDATION

That the City Council adopts the attached Resolution (Attachment II) and approves an amendment to the City of Hayward Salary Plan for fiscal year 2019 ("FY 2019"), which designates all classifications and the corresponding salary range for employment in the City of Hayward government as of July 23, 2018, superseding Resolution No. 18-136 and all amendments thereto.

SUMMARY

After a public hearing on July 12, 2018, the Personnel Commission recommends that the City Council adopts an amended FY 2019 Salary Plan for the classified service. Changes to the Salary Plan for the classified service include addition of Senior Fire Technician, Senior Water Resources Engineer, and the salary equity adjustment to Network Systems Specialist. Additionally, the FY 2019 Salary Plan has been amended to reflect the rolling of EMT (2%) incentive pay and Paramedic (8%) incentive pay, for a total of 10% to base pay of the Fire Chief classification.

BACKGROUND/DISCUSSION

1. Senior Fire Technician – This position was created to perform advanced paraprofessional and technical work as development project permits have rapidly increased in the Office of the Fire Marshal. The salary range is set internally to mirror that of the Senior Permit Technician, which is \$35.19 per hour at Step A and \$41.74 per hour at Step E.
2. Senior Water Resources Engineer – This position was added to provide professional level technical support to the development of sustainable water supplies. This classification will provide technical expertise and support to the Water Resources Manager on a variety of supply initiatives such as managing development of technical tools, implementing water conservation activities, and preparing technical analyses regarding water supply planning issues to name a few. The salary range is set internally to mirror that of the Senior Utilities Engineer, which is \$58.40 per hour at Step A and \$70.97 per hour at Step E.

3. Network Systems Specialist – Recruitment efforts to fill a vacancy in this classification have been extremely difficult. Since 2016, three recruitment efforts failed to produce a pool of candidates who possessed a sufficient level of technical knowledge to fill this vacancy. Additionally, based on a 2018 total compensation survey between Hayward and comparable Bay Area cities, the Network Systems Specialist falls approximately 10% below comparable positions with equivalent essential job requirements and functions. To remain competitive with our comparable cities and maintain Hayward's goal of mid-market level salaries, this position will receive a salary equity adjustment of 10%, which is \$49.16 per hour at Step A and \$59.76 per hour at Step E.

In addition to the changes for the classified service positions, the FY 2019 Salary Plan is being amended to reflect an adjustment to the salary of the Fire Chief. Consistent with the recently negotiated changes to the Hayward Firefighters Union, Local 1909 ("1909") MOU, the FY 2019 Salary Plan has been revised to reflect the rolling in of emergency medical technician (2%) and paramedic (8%) incentive pays into base pay. Having the emergency medical technician certification is a requirement for the paramedic certification, which is a minimum requirement for the firefighter position and all new firefighters must have the paramedic certification. The Fire Chief has consistently possessed the paramedic certification and received the 10% incentive pay. Although he will be expected to maintain a current certification, it is not appropriate to pay as an incentive because it is a basic requirement for the Firefighting profession. The proposed salary range for the Fire Chief position will be set at \$91.85 per hour at Step A and \$111.65 at Step E. In addition to having the incentive pays rolled into base salary, the Fire Chief will also begin contributing 1% to OPEB consistent with contributions made by the HFOA and 1909.

FISCAL IMPACT

Senior Fire Technician – There is no fiscal impact associated with the addition of this position. It was proposed and approved as a budget neutral change during the FY 2019 budget process. The annual cost of approximately \$126,730 was offset by the deletion of two Fire Technician positions.

Senior Water Resources Engineer – The fiscal impact of creating this classification is approximately \$200,000. This position will be funded entirely from the Enterprise Funds with no impact to the General Fund.

Network Systems Specialist – The fiscal impact of the salary equity adjustment and benefits is approximately \$15,913 and will be funded by the General Fund.

Fire Chief- Rolling EMT and Paramedic incentive pay into base salary has no impact to the General Fund. For FY 2019 – FY 2021, the Fire Chief's contribution to OPEB results in a total savings of approximately \$3,200 when compared to the Budget Model for the same period.

STRATEGIC INITIATIVES

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

NEXT STEPS

The additional positions and salary adjustments will be implemented by the Human Resources and Finance departments effective July 23, 2018. Any necessary budget changes will be made during the FY 2019 mid-year review process.

Prepared by: Anthony Phillip, Human Resources Analyst II

Recommended by: Nina S. Collins, Director of Human Resources

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is positioned above a horizontal line.

Kelly McAdoo, City Manager