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OAKLAND

2015 NOV -5 PM 4:46

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Anil Comelo  
HRM Director

**SUBJECT:** Amendment to Ordinance No. 12187  
C.M.S. (The Salary Ordinance)

**DATE:** November 4, 2015

City Administrator Approval

Date:

11/5/15

## RECOMMENDATION

**Staff Recommends that the City Council:**

**Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Amend The Salary Rates Of The Classifications Of Police Communications Operator; Police Communications Dispatcher; Fire Communications Dispatcher; Police Communications Supervisor; Fire Communications Dispatcher, Senior; And Fire Communications Supervisor; And To Add The Classification Of Police Communications Manager**

## EXECUTIVE SUMMARY

The proposed amendment to the Salary Schedule is recommended to implement tentative agreements regarding equity adjustments that were recently reached during collective bargaining between the City of Oakland and the Service Employees International Union (SEIU, Local 1021) and International Federation of Professional and Technical Engineers (IFPTE, Local 21). The equity increases are also recommended as part of an organizational review of the Fire and Police Dispatch classifications to address issues with recruitment and retention in the dispatch work units. It is necessary to make these changes as part of the City's classification plan and Salary Schedule so that the positions can be compensated in accordance with bargained agreements.

## BACKGROUND / LEGISLATIVE HISTORY

The Salary Ordinance (Ordinance No. 12187 C.M.S.) establishes salaries as well as other terms and conditions of City employment including the classification titles and bargaining unit representation of positions. It is amended as-needed to accommodate the City's evolving compensation obligations.

Collective bargaining recently concluded for several City of Oakland unions. Locals 1021 and 21 carved out sections related to equity adjustments of the salary rates for classifications assigned to perform communications dispatch work.

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## **ANALYSIS AND POLICY ALTERNATIVES**

As stated above, in addition to the tentative agreements with SEIU Local 1021 and IFPTE Local 21, the equity increases are also recommended as part of an organizational review of the Fire and Police Dispatch classifications to address issues with recruitment and retention in the dispatch work units.

The proposed action is recommended to update the Salary Schedule of the Salary Ordinance to align it with other actions that have already taken place. Union involvement was required because the classifications are represented.

**New classification** – The current manager of the Police Communications Unit is designated as a Police Services Manager I and that title is used for assignments that oversee several different functions in civilian Police management. However, the one percent (1%) equity adjustment is only being awarded to the position assigned to the Police Communications Unit. Therefore, a new classification has to be created to account for the 1% equity adjustment. It will be titled “Police Communications Manager” which is specific to the Police Communications Unit.

**Amended salaries** – A four percent (4%) equity adjustment is being awarded to six other classifications performing dispatch work. Historically, Oakland has suffered from poor attraction and retention rates in the following classifications: Police Communications Operator; Police Communications Dispatcher; Police Communications Supervisor; Fire Communications Dispatcher; Fire Communications Dispatcher, Senior; and Fire Communications Supervisor. Operations at the Police and Fire Dispatch centers involve a high volume of calls in a stressful environment; burnout is real concern among staff in the Police and Fire Departments. The equity adjustments should help facilitate gains in the areas of attraction and retention while the City of Oakland makes every effort to position itself as a more competitive and desirable employer of dispatch employees.

- City Council approved the new MOU for SEIU Local 1021 by Resolution No. 85782 CMS on September 21, 2015, and pursuant to the MOU, the 4% equity increase is required to take effect in the first full pay period following ratification. The next pay period began September 26, 2015, and the equity increase for SEIU-represented classifications therefore takes effect on that date.
- City Council approved the new MOU for IFPTE Local 21 by Resolution No. 85853 CMS on October 20, 2015, and pursuant to the MOU, the equity increases are required to take effect in the first full pay period following ratification. The next pay period began October 24, 2015, and the equity increases therefore takes effect on that date.

## **FISCAL IMPACT**

The equity adjustments will be included in the funds that were allocated in the adopted FY 2015-2017 budget.

**PUBLIC OUTREACH / INTEREST**

No public outreach was required other than the required posting on the City's website.

**COORDINATION**

The Employee Relations Department coordinated with the City Administrator's Office and other City officials regarding the tentative agreements. To reach these agreements, City of Oakland staff and representatives from SEIU Local 1021 and IFPTE Local 21 met in accordance with mandatory bargaining regulations.

Additionally, the preparation of this report was coordinated with HRM, City Attorney's Office, Controller's Bureau and the City Administrator's Office.

**SUSTAINABLE OPPORTUNITIES**

***Economic:*** There are no economic opportunities associated with this report.

***Environmental:*** There are no environmental opportunities associated with this report.

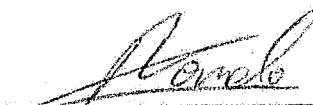
***Social Equity:*** There are no social equity opportunities associated with this report.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends that the City Council Adopt an Ordinance Amending the Salary Schedule of Ordinance No. 12187 C.M.S. ("Salary Ordinance") to Add the Classification of Police Communications Manager and Amend the Salary Rates of the Classifications of Police Communications Operator; Police Communications Dispatcher; Police Communications Supervisor; Fire Communications Dispatcher; Fire Communications Dispatcher, Senior; and Fire Communications Supervisor.

For questions regarding this report, please contact Kip Walsh, HR Manager for Recruitment & Classification, at (510) 238-7334.

Respectfully submitted,

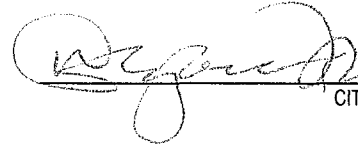


ANIL COMELO  
Director, Human Resources Management

Prepared by: Jaime Pritchett  
Principal Human Resource Analyst  
Recruitment and Classification

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City Council  
November 17, 2015

INTRODUCED BY FOUNDED MEMBER  
OFFICE OF THE CITY CLERK  
OAKLAND

  
CITY ATTORNEY

2015 NOV -5 PM 4:32 **OAKLAND CITY COUNCIL**

ORDINANCE No. \_\_\_\_\_ C.M.S.

**ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE NO. 12187 C.M.S. ("SALARY ORDINANCE") TO AMEND THE SALARY RATES OF THE CLASSIFICATIONS OF POLICE COMMUNICATIONS OPERATOR; POLICE COMMUNICATIONS DISPATCHER; FIRE COMMUNICATIONS DISPATCHER; POLICE COMMUNICATIONS SUPERVISOR; FIRE COMMUNICATIONS DISPATCHER, SENIOR; AND FIRE COMMUNICATIONS SUPERVISOR; AND TO ADD THE CLASSIFICATION OF POLICE COMMUNICATIONS MANAGER**

**THE COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:**

**Section 1.** Ordinance No. 12187 C.M.S. "The Salary Ordinance" is hereby amended as set forth below. Additions are indicated by underscoring and deletions are indicated by ~~strike-through type~~; portions of ordinances not cited or not shown in underscoring or strike-through type are not changed.

**Section 2.** Effective September 26, 2015, the following classification is amended in Ordinance No. 12187 C.M.S. in the Unit SC1.80.049 Pay Grade Table to read as follows:

Classification Title	Class No.	Step	Salary
Police Communications Operator	PS163	Step 1	<del>31.25</del> <u>32.50</u>

**Section 3.** Effective September 26, 2015, the following classification is amended in Ordinance No. 12187 C.M.S. in the Unit SC1.80.033 Pay Grade Table to read as follows:

Classification Title	Class No.	Step	Salary
Police Communications Dispatcher	PS162	Step 1	<del>33.76</del> <u>35.11</u>
		Step 2	<del>34.61</del> <u>35.99</u>
		Step 3	<del>35.50</del> <u>36.92</u>
		Step 4	<del>36.41</del> <u>37.87</u>
		Step 5	<del>37.35</del> <u>38.84</u>

**Section 4.** Effective September 26, 2015, the following classification is amended in Ordinance No. 12187 C.M.S. in the Unit SC1.80.039 Pay Grade Table to read as follows:

Classification Title	Class No.	Step	Salary
Fire Communications Dispatcher	PS123	Step 1	<del>33.02</del> <u>34.34</u>
		Step 2	<del>33.87</del> <u>35.22</u>
		Step 3	<del>34.72</del> <u>36.11</u>
		Step 4	<del>35.60</del> <u>37.02</u>
		Step 5	<del>36.54</del> <u>38.00</u>

**Section 5.** Effective October 24, 2015, the following classification is amended in Ordinance No. 12187 C.M.S. in the Unit UH1.80.038 Pay Grade Table to read as follows:

Classification Title	Class No.	Step		Salary
Police Communications Supervisor	PS164	Step 1	6752.26	<u>7022.35</u>
		Step 2	7108.60	<u>7392.94</u>
		Step 3	7482.82	<u>7782.13</u>
		Step 4	7876.55	<u>8191.62</u>
		Step 5	8291.46	<u>8623.12</u>
		*Step 6	8304.68	

*\*Note: Step 6 for this classification existed only for the purpose of Y-Rating an incumbent due to other personnel actions and is no longer applicable since the salary steps are now inclusive of the Y-Rated step.*

**Section 7.** Effective October 24, 2015, the following classification is amended in Ordinance No. 12187 C.M.S. in the Unit UH1.80.023 Pay Grade Table to read as follows:

Classification Title	Class No.	Step		Salary
Fire Communications Dispatcher, Senior	PS124	Step 1	5961.14	<u>6199.59</u>
		Step 2	6275.42	<u>6526.44</u>
		Step 3	6604.66	<u>6868.84</u>
		Step 4	6953.85	<u>7232.00</u>
		Step 5	7319.66	<u>7612.44</u>

**Section 8.** Effective as set forth below, the following classification is amended in Ordinance No. 12187 C.M.S. in the Unit UH1.80.021 Pay Grade Table to read as follows:

Classification Title	Class No.	Step		Salary
Fire Communications Supervisor	SC148	Step 1	6900.63	<u>7176.65</u>
		Step 2	7264.76	<u>7555.35</u>
		Step 3	7647.22	<u>7953.11</u>
		Step 4	8049.63	<u>8371.62</u>
		Step 5	8473.64	<u>8812.58</u>
		*Step 6	8639.92	

*\*Note: Step 6 for this classification existed only for the purpose of Y-Rating an incumbent due to other personnel actions and is no longer applicable since the salary steps are now inclusive of the Y-Rated step.*

**Section 2.** Effective October 24, 2015, the following classification is added in Ordinance No. 12187 C.M.S. in the Unit UM1.075.027 Pay Grade Table to read as follows:

Classification Title	Class No.	Step	Salary
<u>Police Communications Manager</u>	<u>MAXXX</u>	<u>Min</u>	<u>9084.32</u>
		<u>Max</u>	<u>11154.72</u>

**Section 9.** Pursuant to City of Oakland Charter Section 216, this ordinance shall become effective immediately on final adoption if it receives six (6) or more affirmative votes; or, if it receives five (5) affirmative votes, it shall become effective upon the seventh day after final adoption.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 2015

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, CAMPBELL-WASHINGTON, GALLO, GUILLÉN, KALB, KAPLAN, REID and PRESIDENT GIBSON-  
MCELHANEY

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California

DATE OF ATTESTATION \_\_\_\_\_

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**ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE NO. 12187 C.M.S. ("SALARY ORDINANCE") TO AMEND THE SALARY RATES OF THE CLASSIFICATIONS OF POLICE COMMUNICATIONS OPERATOR; POLICE COMMUNICATIONS DISPATCHER; FIRE COMMUNICATIONS DISPATCHER; POLICE COMMUNICATIONS SUPERVISOR; FIRE COMMUNICATIONS DISPATCHER, SENIOR; AND FIRE COMMUNICATIONS SUPERVISOR; AND TO ADD THE CLASSIFICATION OF POLICE COMMUNICATIONS MANAGER**

**DIGEST**

Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Amend The Salary Rates Of The Classifications Of Police Communications Operator; Police Communications Dispatcher; Fire Communications Dispatcher; Police Communications Supervisor; Fire Communications Dispatcher, Senior; And Fire Communications Supervisor; And To Add The Classification Of Police Communications Manager

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