

Agenda Report

December 17, 2018

TO: Honorable Mayor and City Council

FROM: Human Resources Department

SUBJECT: ADOPTION OF A RESOLUTION ADOPTING A RETROACTIVE SALARY SCHEDULE FOR THE EXECUTIVE MANAGEMENT CLASSIFICATION OF DIRECTOR OF PUBLIC HEALTH FOR THE PERIOD OF SEPTEMBER 4, 2006 – JUNE 24, 2007

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is not a "project" as defined in the California Environmental Quality Act (CEQA), Public Resources Code Section 21065 and Section 15378(b)(2) of the State CEQA Guidelines and, as such, is not subject to environmental review.
2. Adopt a resolution adopting a retroactive salary schedule for the Non-Represented Executive Management classification of Director of Public Health for the period of September 4, 2006 – June 24, 2007.

BACKGROUND:

The Executive Management Salary Resolution (Resolution) establishes the wages, benefits, and other terms and working conditions of employment of all City Manager appointed executive classifications. The Resolution includes a salary schedule that defines the maximum pay rates for each executive classification. The California Public Employees' Retirement System (CalPERS) utilizes these pay rates to establish compensation earnable for purposes of determining retirement benefits. CalPERS requires that all pay rates be paid pursuant to a publically available salary schedule approved by a member agency's governing body in order to qualify as compensation earnable for purposes of retirement. Compensation reported to CalPERS may not exceed the maximum pay rate established in the publically available salary schedule approved by the governing body.

A recent review of payroll reporting conducted by CalPERS revealed that between September 4, 2006 – June 24, 2007, the City reported a pay rate for the Acting Director of Public Health that exceeded the maximum pay rate listed in the Resolution. In

September 2006, the City's Health Officer accepted an acting assignment as Director of Public Health. The acting assignment commenced on September 4, 2006 and ended on June 25, 2007 when the employee was appointed to the position of Director of Public Health / Health Officer on a permanent basis. During the acting assignment period, the acting Director of Public Health received an acting pay premium in the amount of 10% above his regular Health Officer pay rate, causing the pay rate reported to CalPERS to exceed the maximum rate for the classification of Director of Public Health. CalPERS regulations stipulate that employees in acting assignment may not be paid more than the maximum rate available for the classification in which they are acting.

In an effort to resolve this matter, staff has prepared a retroactive salary schedule for the classification of Director of Public Health for the period of September 4, 2006 through June 24, 2007. Approval of the salary schedule will ensure continued compliance with CalPERS regulations concerning the adoption of publically available pay schedules.

COUNCIL POLICY CONSIDERATION:

Approval of staff's recommendation supports the City Council's strategic goals of maintaining fiscal responsibility.

FISCAL IMPACT:

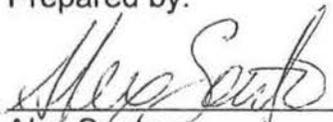
There is no fiscal impact associated with this item.

Respectfully Submitted,



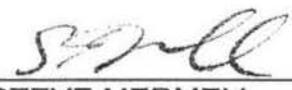
JENNIFER CURTIS
Director of Human Resources

Prepared by:



Alex Soufo
Human Resources Manager

Approved by:



STEVE MERMELL
City Manager

Attachments:

1. Retroactive salary schedule for the Non-Represented Executive Management classification of Director of Public Health for the period of September 4, 2006 – June 24, 2007
2. Resolution of the City Council of Pasadena adopting a salary schedule for the Non-Represented Executive Management classification of Director of Public Health for the period of September 4, 2006 – June 24, 2007