

RESOLUTION NO. OC SAN 22-30

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY SANITATION DISTRICT APPROVING SALARY AND BENEFIT ADJUSTMENTS FOR UNREPRESENTED NON-EXEMPT CONFIDENTIAL EMPLOYEES FOR FISCAL YEARS 2022/2023, 2023/2024 & 2024/2025

WHEREAS, there are sixteen (16) employees in the confidential job classifications at the Orange County Sanitation District ("OC San") who, with authorized access, assist and act in a confidential capacity to and for persons who formulate, determine, and effectuate management policies with respect to labor relations; and

WHEREAS, there are two (2) confidential employees holding a non-exempt classification; and

WHEREAS, non-exempt confidential employees are unrepresented and meet directly with the General Manager about terms and conditions of employment; and

WHEREAS, the General Manager recently entered into discussions with the non-exempt confidential employees, which resulted in agreed upon proposed changes to wages and benefits that align with those agreed upon for similarly situated represented employees.

NOW, THEREFORE, in consideration thereof, the Board of Directors of the Orange County Sanitation District, DOES HEREBY RESOLVE, DETERMINE, AND ORDER THE FOLLOWING:

1. That the Board of Directors hereby authorizes and approves the following changes to wages and benefits for non-exempt confidential employees, which shall become effective as noted:

- Salary and Compensation
  - Year 1 – 4.5% Salary Range Adjustment and corresponding Salary Increase, effective the first pay period of July 2022.
  - Year 2 – 4.0% Salary Range Adjustment and corresponding Salary Increase, effective the first pay period of July 2023.
  - Year 3 – 3.5% Salary Range Adjustment and corresponding Salary Increase, effective the first pay period of July 2024.
  - One-Time Lump Sum Payment – Employees hired or promoted into the Group as of the last day of the first full pay period in July 2022 will receive a \$1,500 one-time payment.
- Deferred Compensation
  - Effective the first full pay period in July 2022, employees covered by OCERS Plans B and U and who participate in the deferred compensation

plan are eligible to receive up to a \$160 per month matching OC San contribution.

- Dental Insurance

- Move to the enhanced dental plan negotiated with the OCEA groups in plan year 2023, which includes an increase to the annual plan maximum and the lifetime orthodontic maximum.

PASSED AND ADOPTED at a regular meeting of the Board of Directors held September 28, 2022.

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Chad P. Wanke  
Board Chairman

ATTEST:

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Kelly A. Lore, MMC  
Clerk of the Board

STATE OF CALIFORNIA )  
 )            ss  
COUNTY OF ORANGE )

I, Kelly A. Lore, Clerk of the Board of Directors of the Orange County Sanitation District, do hereby certify that the foregoing Resolution No. OC SAN 22-30 was passed and adopted at a regular meeting of said Board on the 28<sup>th</sup> of September 2022, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of Orange County Sanitation District this 28<sup>th</sup> of September 2022.

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Kelly A. Lore  
Clerk of the Board of Directors  
Orange County Sanitation District

Orange County Sanitation District  
Classification and Compensation Plan

FY 2021/2022 (Current Year)  
Rates Effective July 2, 2021

<b>CONFIDENTIAL GROUP</b>						
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Classification	Pay Grade	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5
Human Resources Supervisor	CON90	\$ 67.62	\$ 71.02	\$ 74.54	\$ 78.26	\$ 82.19
		\$ 140,649.60	\$ 147,721.60	\$ 155,043.20	\$ 162,780.80	\$ 170,955.20
Clerk of the Board	CON88	\$ 64.35	\$ 67.56	\$ 70.96	\$ 74.48	\$ 78.21
		\$ 133,848.00	\$ 140,524.80	\$ 147,596.80	\$ 154,918.40	\$ 162,676.80
Principal Human Resources Analyst	CON84	\$ 58.29	\$ 61.20	\$ 64.26	\$ 67.48	\$ 70.85
		\$ 121,243.20	\$ 127,296.00	\$ 133,660.80	\$ 140,358.40	\$ 147,368.00
Senior Human Resources Analyst	CON76	\$ 47.87	\$ 50.22	\$ 52.75	\$ 55.39	\$ 58.15
		\$ 99,569.60	\$ 104,457.60	\$ 109,720.00	\$ 115,211.20	\$ 120,952.00
Assistant Clerk of the Board	CON74	\$ 45.52	\$ 47.83	\$ 50.20	\$ 52.71	\$ 55.35
		\$ 94,702.40	\$ 99,465.60	\$ 104,395.20	\$ 109,636.80	\$ 115,128.00
Secretary to the General Manager	CON73	\$ 44.42	\$ 46.65	\$ 48.97	\$ 51.42	\$ 54.00
		\$ 92,393.60	\$ 97,032.00	\$ 101,857.60	\$ 106,953.60	\$ 112,320.00
Human Resources Analyst	CON70	\$ 41.26	\$ 43.33	\$ 45.51	\$ 47.78	\$ 50.17
		\$ 85,820.80	\$ 90,126.40	\$ 94,660.80	\$ 99,382.40	\$ 104,353.60
Human Resources Assistant	CON67	\$ 39.85	\$ 41.84	\$ 43.94	\$ 46.12	\$ 48.43
		\$ 82,888.00	\$ 87,027.20	\$ 91,395.20	\$ 95,929.60	\$ 100,734.40

Orange County Sanitation District  
Classification and Compensation Plan

FY 2022/2023 (Year One)  
PROPOSED Rates Effective July 1, 2022

<b>CONFIDENTIAL GROUP</b>						
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Classification	Pay Grade	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5

Human Resources Supervisor	CON90	\$ 70.66	\$ 74.22	\$ 77.89	\$ 81.78	\$ 85.89
		\$ 146,972.80	\$ 154,377.60	\$ 162,011.20	\$ 170,102.40	\$ 178,651.20

Clerk of the Board	CON88	\$ 67.25	\$ 70.60	\$ 74.15	\$ 77.83	\$ 81.73
		\$ 139,880.00	\$ 146,848.00	\$ 154,232.00	\$ 161,886.40	\$ 169,998.40

Principal Human Resources Analyst	CON84	\$ 60.91	\$ 63.95	\$ 67.15	\$ 70.52	\$ 74.04
		\$ 126,692.80	\$ 133,016.00	\$ 139,672.00	\$ 146,681.60	\$ 154,003.20

Senior Human Resources Analyst	CON76	\$ 50.02	\$ 52.48	\$ 55.12	\$ 57.88	\$ 60.77
		\$ 104,041.60	\$ 109,158.40	\$ 114,649.60	\$ 120,390.40	\$ 126,401.60

Assistant Clerk of the Board	CON74	\$ 47.57	\$ 49.98	\$ 52.46	\$ 55.08	\$ 57.84
		\$ 98,945.60	\$ 103,958.40	\$ 109,116.80	\$ 114,566.40	\$ 120,307.20

Secretary to the General Manager	CON73	\$ 46.42	\$ 48.75	\$ 51.17	\$ 53.73	\$ 56.43
		\$ 96,553.60	\$ 101,400.00	\$ 106,433.60	\$ 111,758.40	\$ 117,374.40

Human Resources Analyst	CON70	\$ 43.12	\$ 45.28	\$ 47.56	\$ 49.93	\$ 52.43
		\$ 89,689.60	\$ 94,182.40	\$ 98,924.80	\$ 103,854.40	\$ 109,054.40

Human Resources Technician II	CON67	\$ 41.64	\$ 43.72	\$ 45.92	\$ 48.20	\$ 50.61
		\$ 86,611.20	\$ 90,937.60	\$ 95,513.60	\$ 100,256.00	\$ 105,268.80

Human Resources Technician I	CON62	\$ 36.83	\$ 38.68	\$ 40.60	\$ 42.63	\$ 44.75
		\$ 76,606.40	\$ 80,454.40	\$ 84,448.00	\$ 88,670.40	\$ 93,080.00

FY 2023/2024 (Year Two)  
PROPOSED Rates Effective July 14, 2023

<b>CONFIDENTIAL GROUP</b>						
Classification	Pay Grade	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5
Human Resources Supervisor	CON90	\$ 73.49	\$ 77.19	\$ 81.01	\$ 85.05	\$ 89.33
		\$ 152,859.20	\$ 160,555.20	\$ 168,500.80	\$ 176,904.00	\$ 185,806.40
Clerk of the Board	CON88	\$ 69.94	\$ 73.42	\$ 77.12	\$ 80.94	\$ 85.00
		\$ 145,475.20	\$ 152,713.60	\$ 160,409.60	\$ 168,355.20	\$ 176,800.00
Principal Human Resources Analyst	CON84	\$ 63.35	\$ 66.51	\$ 69.84	\$ 73.34	\$ 77.00
		\$ 131,768.00	\$ 138,340.80	\$ 145,267.20	\$ 152,547.20	\$ 160,160.00
Senior Human Resources Analyst	CON76	\$ 52.02	\$ 54.58	\$ 57.32	\$ 60.20	\$ 63.20
		\$ 108,201.60	\$ 113,526.40	\$ 119,225.60	\$ 125,216.00	\$ 131,456.00
Assistant Clerk of the Board	CON74	\$ 49.47	\$ 51.98	\$ 54.56	\$ 57.28	\$ 60.15
		\$ 102,897.60	\$ 108,118.40	\$ 113,484.80	\$ 119,142.40	\$ 125,112.00
Secretary to the General Manager	CON73	\$ 48.28	\$ 50.70	\$ 53.22	\$ 55.88	\$ 58.69
		\$ 100,422.40	\$ 105,456.00	\$ 110,697.60	\$ 116,230.40	\$ 122,075.20
Human Resources Analyst	CON70	\$ 44.84	\$ 47.09	\$ 49.46	\$ 51.93	\$ 54.53
		\$ 93,267.20	\$ 97,947.20	\$ 102,876.80	\$ 108,014.40	\$ 113,422.40
Human Resources Technician II	CON67	\$ 43.31	\$ 45.47	\$ 47.76	\$ 50.13	\$ 52.63
		\$ 90,084.80	\$ 94,577.60	\$ 99,340.80	\$ 104,270.40	\$ 109,470.40
Human Resources Technician I	CON62	\$ 38.30	\$ 40.23	\$ 42.22	\$ 44.34	\$ 46.54
		\$ 79,664.00	\$ 83,678.40	\$ 87,817.60	\$ 92,227.20	\$ 96,803.20

FY 2024/2025 (Year Three)  
PROPOSED Rates Effective July 12, 2024

<b>CONFIDENTIAL GROUP</b>						
Classification	Pay Grade	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5
Human Resources Supervisor	CON90	\$ 76.06	\$ 79.89	\$ 83.85	\$ 88.03	\$ 92.46
		\$ 158,204.80	\$ 166,171.20	\$ 174,408.00	\$ 183,102.40	\$ 192,316.80
Clerk of the Board	CON88	\$ 72.39	\$ 75.99	\$ 79.82	\$ 83.77	\$ 87.98
		\$ 150,571.20	\$ 158,059.20	\$ 166,025.60	\$ 174,241.60	\$ 182,998.40
Principal Human Resources Analyst	CON84	\$ 65.57	\$ 68.84	\$ 72.28	\$ 75.91	\$ 79.70
		\$ 136,385.60	\$ 143,187.20	\$ 150,342.40	\$ 157,892.80	\$ 165,776.00
Senior Human Resources Analyst	CON76	\$ 53.84	\$ 56.49	\$ 59.33	\$ 62.31	\$ 65.41
		\$ 111,987.20	\$ 117,499.20	\$ 123,406.40	\$ 129,604.80	\$ 136,052.80
Assistant Clerk of the Board	CON74	\$ 51.20	\$ 53.80	\$ 56.47	\$ 59.28	\$ 62.26
		\$ 106,496.00	\$ 111,904.00	\$ 117,457.60	\$ 123,302.40	\$ 129,500.80
Secretary to the General Manager	CON73	\$ 49.97	\$ 52.47	\$ 55.08	\$ 57.84	\$ 60.74
		\$ 103,937.60	\$ 109,137.60	\$ 114,566.40	\$ 120,307.20	\$ 126,339.20
Human Resources Analyst	CON70	\$ 46.41	\$ 48.74	\$ 51.19	\$ 53.75	\$ 56.44
		\$ 96,532.80	\$ 101,379.20	\$ 106,475.20	\$ 111,800.00	\$ 117,395.20
Human Resources Technician II	CON67	\$ 44.83	\$ 47.06	\$ 49.43	\$ 51.88	\$ 54.47
		\$ 93,246.40	\$ 97,884.80	\$ 102,814.40	\$ 107,910.40	\$ 113,297.60
Human Resources Technician I	CON62	\$ 39.64	\$ 41.64	\$ 43.70	\$ 45.89	\$ 48.17
		\$ 82,451.20	\$ 86,611.20	\$ 90,896.00	\$ 95,451.20	\$ 100,193.60