



**Human Resources and
Development
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
J. STEVEN WORTHLEY
District Four
MIKE ENNIS
District Five

AGENDA DATE: September 26, 2017

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
CONTACT PERSON: Rhonda Sjostrom		PHONE: 636-4900		

SUBJECT: Approval of Side Letter Agreement with Service Employees International Union Regarding the Establishment of Lead Duties and an Additional Pay for Selected Child Support Specialist III Positions

REQUEST(S):
That the Board of Supervisors:
Approve a side letter agreement between the County and the Service Employees International Union, Local 521 (SEIU) regarding the establishment of lead duties and an additional pay of 3% for selected Child Support Specialist III positions.

SUMMARY:
Authorized representatives for the County Human Resources and Development Department and the Department of Child Support Services met and conferred with representatives from SEIU regarding the establishment of specialized Lead duties and compensation for certain Child Support Specialist III positions. The Department of Child Support Services has identified a need to have a limited number of Child Support Specialist III positions designated as Leads which will have specialized duty assignments. Child Support Specialists are supervised by a Supervising Child Support Specialist, however, due to the amount of time required to address daily operational matters by the Supervising Child Support Specialist, there is a need to have Lead positions which can also provide direction and support to Child Support Specialists. The Child Support Specialist III positions that are designated as Leads will work closely with their supervisor in planning, directing and reviewing the work of other Child Support Specialists positions in their unit. The Leads will also provide training, direction, and support to Child Support Specialists by assisting them with handling non-standard matters associated with complex child support cases. This agreement is memorialized in

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the form of a side letter of agreement (attached).

FISCAL IMPACT/FINANCING:

For fiscal year 2017/18, it's anticipated that the cost for the additional pay will be approximately \$15,000 and will be accounted for in the Child Support Services Department budget.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes Organizational Performance to provide for a qualified, productive, and competitively compensated County workforce.

ADMINISTRATIVE SIGN-OFF:

Rhonda Sjoström
Human Resources Director

cc: Auditor-Controller
County Counsel
County Administrative Office (2)
Department of Child Support Services
SEIU, Local 521

Attachment(s): Side Letter of Agreement between Tulare County and the Service Employees International Union, Local 521

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVAL OF SIDE)
LETTER AGREEMENT WITH SERVICE) Resolution No. _____
EMPLOYEES INTERNATIONAL UNION) Agreement No. _____
REGARDING THE ESTABLISHMENT OF)
LEAD DUTIES AND AN ADDITIONAL PAY)
FOR SELECTED CHILD SUPPORT)
SPECIALIST III POSITIONS)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD September 26, 2017
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

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