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September 10, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, California 93009

Subject: Adoption of a Resolution Establishing Ten Classifications (Intensive Services Clinician I, Intensive Services Clinician II, Intensive Services Clinician III, Intensive Services Clinician IV, Pharmacist, Pharmacist-Specialty Care, Pharmacist-PDP, Pharmacy Technician, Pharmacy Technician-PDP and Emergency Room Technician-PDP), Increasing the Salary Ranges and Salaries of Five Classifications (Psychiatric Social Worker I, Psychiatric Social Worker II, Psychiatric Social Worker III, Psychiatric Social Worker IV, and Pharmacy Supervisor), Amending the Union Codes of Three Classifications (Agricultural/Weights & Measures Inspector I, Agricultural/Weights & Measures Inspector II, and Agricultural/Weights & Measures Inspector III), and Deleting Eleven Classifications (Fiscal Specialist II, Pharmacist I, Pharmacist II, Pharmacist PDP I, Pharmacist PDP II, Pharmacist PDP III, Pharmacist PDP IV, Pharmacy Technician I, Pharmacy Technician II, Pharmacy Technician PDP I and Pharmacy Technician PDP II).

Recommendations

1. We recommend that your Board adopt the attached proposed Resolution:
 - a. Establishing ten (10) classifications and assigned salary ranges, effective September 15, 2024:

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
02193	Intensive Services Clinician I	N	UPH	Hourly	\$28.245147 - \$39.581147
02194	Intensive Services Clinician II	N	UPH	Hourly	\$32.286476 - \$45.257673
02195	Intensive Services Clinician III	N	UPH	Hourly	\$33.907327 - \$47.495606
02196	Intensive Services Clinician IV	N	UPH	Hourly	\$35.587769 - \$49.857668

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
02165	Pharmacist	N	UPH	Hourly	\$57.035148 - \$79.849208
02166	Pharmacist – Specialty Care	N	UPH	Hourly	\$59.178005 - \$82.849205
02167	Pharmacist-PDP	N	UPH	Hourly	\$84.640160 - \$84.640160
02163	Pharmacy Technician	N	UPT	Hourly	\$21.104004 - \$29.545605
02164	Pharmacy Technician-PDP	N	UPT	Hourly	\$31.390925 - \$31.390925
01414	Emergency Room Technician-PDP	N	UPT	Hourly	\$24.437500 - \$24.437500

- b. Amending the assigned salary ranges of five (5) classifications, and increasing the salaries of the incumbents in these classifications by the same percentage that the salary ranges were increased, effective September 15, 2024:

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
1420	Psychiatric Social Worker I	N	UPH	Hourly	From: \$25.661645 - \$35.960771 To: \$28.245147 - \$35.960771
1421	Psychiatric Social Worker II	P	UPH	Salaried	From: \$61,013.32 - \$85,525.61 To: \$67,155.87 - \$94,135.96
1423	Psychiatric Social Worker III	P	UPH	Salaried	From: \$64,076.32 - \$89,754.74 To: \$70,527.24 - \$98,790.86

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
1163	Psychiatric Social Worker IV	P	UPH	Salaried	From: \$67,251.94 - \$94,218.44 To: \$74,022.56 - \$103,703.95
1450	Pharmacy Supervisor	N	UPH	Hourly	From: \$49.108664 - \$72.134753 To: \$63.616353 - \$89.062895

c. Amending the Union Codes of three (3) classifications, effective September 15, 2024:

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
2290	Agricultural/Weights & Measures Inspector I	N	From: UPH To: UPT	Hourly	\$28.000000 - \$36.607394
2291	Agricultural/Weights & Measures Inspector II	N	From: UPH To: UPT	Hourly	\$31.778846 - \$41.397466
2292	Agricultural/Weights & Measures Inspector III	N	From: UPH To: UPT	Hourly	\$35.000000 - \$45.547115

d. Deleting eleven (11) classifications and assigned salary ranges, effective September 15, 2024:

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
2086	Fiscal Specialist II	N	UPT	Hourly	\$30.012012 - \$38.419096
755	Pharmacy Technician I	N	UPT	Hourly	\$16.869450 - \$21.149134
756	Pharmacy Technician II	N	UPT	Hourly	\$16.869450 - \$23.309625
832	Pharmacy Technician-PDP I	N	UPT	Hourly	\$23.299473 - \$23.299473
833	Pharmacy Technician-PDP II	N	UPT	Hourly	\$25.260039 - \$25.260039

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
1451	Pharmacist I	N	UPH	Hourly	\$44.706754 - \$62.544670
1452	Pharmacist II	N	UPH	Hourly	\$46.797720 - \$68.849205
2021	Pharmacist-PDP I	N	UPH	Hourly	\$49.595788 - \$49.595788
2013	Pharmacist-PDP II	N	UPH	Hourly	\$55.795317 - \$55.795317
2014	Pharmacist-PDP III	N	UPH	Hourly	\$67.811375 - \$67.811375
2015	Pharmacist-PDP IV	N	UPH	Hourly	\$73.116008 - \$73.116008

Strategic Priority

The items recommended in this letter support the County's Strategic Priority to attract, hire, develop, and retain a diverse workforce empowered to meet the needs of our customers.

Recommendation 1

1.a. Establishing ten classifications

HEALTH CARE AGENCY–FOUR CLASSIFICATIONS (Intensive Services Clinicians I-IV series)

Fiscal Impact

It is anticipated that there will be a net neutral annual fiscal impact as a result of this action as the incumbents will retain their current net rate of pay. No additional budget appropriations are being requested for the proposed action.

Discussion

Human Resources Department staff received a request to create a new classification series of Intensive Services Clinician for the Behavioral Health department of the Health Care Agency. This series will consist of four (4) new classifications titled Intensive Services Clinician I, Intensive Services Clinician II, Intensive Services Clinician III, and Intensive Services Clinician IV. The request was based on the need to create a classification series that mirrors that of the Behavioral Health Clinician and to address the expanded services required by state mandate, including creating a full-services

partnership to provide 24-hour client support. These new classifications will replace the existing classifications of Crisis Team Clinician and Senior Crisis Team Clinician.

Because these classifications will exactly mirror the Behavioral Health Clinician series but in a non-exempt capacity, the salary ranges will be set at the same rates. The incumbents currently occupying the Crisis Team Clinician and Senior Crisis Team Clinician classifications will be cross-walked into the new series based on their current level in the series. Communication was made with SEIU on several instances beginning in December 2023. After several failed attempts to meet with SEIU, a final email was sent on June 25, 2024, with a request to meet on July 2, 2024. This email requested a confirmation response or proposed alternative date by close of business on June 28, 2024, and informed SEIU that if we received no response, we would assume that they no longer wished to meet and that we would move forward with creating the new classifications series. No response from SEIU was received.

HEALTH CARE AGENCY–FIVE CLASSIFICATIONS (Pharmacist, Pharmacist-Specialty Care, Pharmacist-PDP, Pharmacist Technician, and Pharmacy Technician-PDP)

Fiscal Impact

As a result of this action, it is anticipated that there will be a net neutral annual fiscal impact as the 54 incumbents will retain their current net rate of pay. No additional budget appropriations are being requested for the proposed action.

Discussion

Human Resources Department staff received a request to collapse several classification series within the Pharmacy department for Ventura County Medical Center and Santa Paula Hospital. The Pharmacist, Pharmacist-PDP, Pharmacy Technician, and Pharmacy Technician-PDP series have several levels that are rarely, if ever, utilized. We are proposing that new classifications be created to address this and create greater flexibility with hiring qualified individuals at a competitive rate of pay. We are proposing creating the following classifications: Pharmacist, Pharmacist – Specialty Care, Pharmacist-PDP, Pharmacy Technician, and Pharmacy Technician-PDP. We are also proposing that a portion of the Market-Based Premium Pay (MBPP) currently being paid to these classifications be rolled into the base pay. Upon creation of these classifications, we will cross-walk the current incumbents into the new classifications and then delete the classifications of Pharmacist I, Pharmacist II, Pharmacist PDP I, Pharmacist PDP II, Pharmacist PDP III, Pharmacist PDP IV, Pharmacy Technician I, Pharmacy Technician II, Pharmacy Technician PDP I, and Pharmacy Technician PDP II.

The salaries for these classifications will be set at the current rates (plus MBPP) for the Pharmacist II, Pharmacist PDP IV, Pharmacy Technician II, and Pharmacy Technician PDP II. Communication was made with SEIU on several instances beginning in August 2023. After several failed attempts to meet with SEIU, a final email was sent on June 25, 2024, with a request to meet on July 2, 2024. This email requested a confirmation

response or proposed alternative date by close of business on June 28, 2024, and informed SEIU that if we did receive no response, we would assume they no longer wished to meet, and we would move forward with creating the new classifications series. No response from SEIU was received.

HEALTH CARE AGENCY–ONE CLASSIFICATION (Emergency Room Technician-PDP)

Fiscal Impact

This request is to establish the recommended classification of Emergency Room Technician-PDP. Two (2) incumbents will be promoted to the new classification receive a salary increase to align with new pay rate for a total annual increase to base salary and benefits of approximately \$16,800.

Discussion

Human Resources staff received and supported a request from the Health Care Agency to create a new classification for the Emergency Department at the Ventura County Medical Center and Santa Paula Hospital. The request was based on the need to create a classification that better reflects the duties and responsibilities of the positions within the Emergency Department, currently classified as Nursing Assistant II-PDP. This request is in tandem with the recently created Emergency Room Technician classification approved by the Board on April 23, 2024.

Human Resources staff studied the classification and met with management to determine the scope, depth, level, complexity, and responsibility of the job. After a classification specification was drafted, an appropriate pay rate was determined using the current spread between the Nursing Assistant II and Nursing Assistant II-PDP classifications.

CEO-HR representatives provided this proposed new classification specification and pay rate to SEIU to elicit feedback and address any potential concerns regarding the impact of this study on SEIU's members. SEIU was satisfied with the proposal and provided approval on July 2, 2024.

1.b. Classification Salary Ranges and Incumbent Salary Adjustments

HEALTH CARE AGENCY–FIVE CLASSIFICATIONS

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	VCMC Operating Revenues/Collections
Funding Match Required:	None
Impact on Other Department(s):	None

Summary of Annual Revenues and Costs Under the Agreement:

	<u>FY 2024-25</u>	<u>FY 2025-26</u>
REVENUE:	\$0	\$0
DIRECT COSTS:	\$143,000	\$143,000
INDIRECT COSTS:	Minor	Minor
Net revenue <cost>	<\$143,000>	<\$143,000>

Current Fiscal Year Budget Projections:

Current FY 2024-25 Budget Projections for Ventura County Medical System #3300				
	Adopted Budget	Adjusted Budget	Projected Actual	Estimated Savings/(Deficit)
Expenditures	\$720,985,484	\$720,985,484	\$720,985,484	\$0
Revenue	\$721,404,225	\$721,404,225	\$721,404,225	\$0
Operational Income/(Loss)	\$418,741	\$418,741	\$418,741	\$0

Sufficient revenue and appropriations are included in the FY 24-25 budget. The operational income includes "Operating Transfers In" that are primarily attributed to County contribution.

As a result of salary savings from unfilled positions, there are sufficient appropriations in the FY 2024-25 Budget to cover the increase to net County cost.

FOUR CLASSIFICATIONS (Psychiatric Social Worker I-IV series)

Fiscal Impact

The proposed amendment to the salary ranges of four (4) classifications will impact seven (7) employees, with an approximate additional annual cost of \$74,500, including salary and benefits. The total increase for eight and one-half (8-1/2) budgeted positions will be approximately \$110,100, including salary and benefits.

Discussion

When the Behavioral Health Clinician I-IV series was established in 2009, the Board approved that the salaries should match those of the Psychiatric Social Worker I-IV series. However, since that time, the wage parity has not been maintained. We recommend rectifying this issue by increasing the respective salary ranges of the

Psychiatric Social Worker I-IV series to match the salary ranges of the Behavioral Health Clinicians I-IV.

Communication was made with SEIU, and an email was sent on August 16, 2024, with a request to respond no later than September 3, 2024. No response from SEIU was received.

ONE CLASSIFICATION (Pharmacy Supervisor)

Fiscal Impact

It is anticipated that the net annual fiscal impact as a result of this action will be neutral as the increase in salary range will eliminate the need to pay a Supervisory Differential to four (4) incumbents.

Discussion

As discussed in Section 1.a., in conjunction with the establishment of the Pharmacist and Pharmacist-Specialty Care classifications, a review of the current salary range for Pharmacy Supervisor was reviewed. Based on this review, we recommend that the salary range for the classification of Pharmacy Supervisor be increased by twenty-three and one-half percent (23.5%) to address the current need to utilize the supervisory differential for all incumbents in this classification.

Communication was made with SEIU on several instances beginning in August 2023. After several failed attempts to meet with SEIU, a final email was sent on June 25, 2024, with a request to meet on July 2, 2024. This email requested a confirmation response or proposed alternative date by close of business on June 28, 2024, and informed SEIU that if we did receive no response, we would assume they no longer wished to meet, and we would move forward with amending the salary of this classification. No response from SEIU was received.

1.c. Classification Union Code Amendment

AGRICULTURAL COMMISSION-THREE CLASSIFICATIONS (Agricultural/Weights & Measures Inspectors I-III)

Fiscal Impact

There is no fiscal impact for this amendment as changing the Union Codes has no impact on salaries or overtime eligibility.

Discussion

When the three classifications were established, it was agreed on July 18, 2024, between the County of Ventura and SEIU that they would require a probationary period of 1,040 hours as technical classifications. However, due to clerical error, the Board Letter cited a

probationary period of 2,080 hours which is applicable to a Union Code of UPH (Professional). We are recommending an amendment to these classifications to accurately reflect the approved Union Code of UPT - Technical which correctly requires a probationary period of only 1,040 hours.

1.d. Deletion of Classifications

COUNTYWIDE-ONE CLASSIFICATION (Fiscal Specialist II)

Discussion

The classification of Fiscal Specialist II was identified in the Fiscal Study of 2015 as a Legacy Classification to be deleted once there were no longer any incumbents. SEIU agreed to this deletion at the time of the Fiscal Study and there are no longer any incumbents nor budgeted positions within the County of Ventura.

HEALTH CARE AGENCY-TEN CLASSIFICATIONS (Pharmacist I, Pharmacist II, Pharmacist PDP I, Pharmacist PDP II, Pharmacist PDP III, Pharmacist PDP IV, Pharmacy Technician I, Pharmacy Technician II, Pharmacy Technician PDP I and Pharmacy Technician PDP II)

Discussion

With the establishment of the new Pharmacist classifications detailed in Recommendation Number 1 above, the classifications of Pharmacy Technician I, Pharmacy Technician II, Pharmacy Technician-PDP I, Pharmacy Technician-PDP II, Pharmacist I, Pharmacist II, Pharmacist-PDP I, Pharmacist-PDP II, Pharmacist-PDP III, and Pharmacist-PDP IV will become obsolete and will be deleted when the job titles of all incumbents holding those classifications have been updated to the respective new job classifications.

The County Executive Office, County Counsel, and the Auditor-Controller's Office have reviewed this letter. If you have questions, please contact me at (805) 654-3600.

Respectfully submitted,



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c: Jeffery S. Burgh, Auditor-Controller
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Attachment: Resolution – Classifications and Salary Ranges