

**AMENDMENT TO THE MEMORANDUM OF  
AGREEMENT BETWEEN THE COUNTY OF VENTURA AND  
THE VENTURA COUNTY SHERIFF'S CORRECTIONAL OFFICERS' ASSOCIATION**

There is presently in full force and effect a Memorandum of Agreement ("MOA") between the County of Ventura ("County") and the Ventura County Sheriff's Correctional Officers' Association (VCSCOA) which sets forth the terms and conditions of employment of all County employees represented by VCSCOA for the period between July 27, 2021, and July 27, 2024.

The County and the VCSCOA agree to amend the 2021-2024 MOA as follows:

1. Revise Article 7 "HEALTH INSURANCE", as follows:

**The provisions of Sec. 702 and Sec. 703 below will be implemented as soon as administratively possible. When implemented, the language of Sec. 702 will supersede and replace Section 701 above.**

**Sec. 702 COUNTY CONTRIBUTION FOR EMPLOYEES TO PURCHASE A COUNTY-SPONSORED HEALTH PLAN:**

- A. **Regular employees may elect to be covered by the County of Ventura Flexible Benefits Program. The County shall contribute a bi-weekly contribution amount as approved by the Board of Supervisors to be allocated to the purchase of any benefit option under the County's Flexible Benefits Program and subject to the provisions set forth below for the full-time and part-time regular employees.**
- B. **For regular, full-time employees enrolled in the County of Ventura Flexible Benefits Program, subject to terms and conditions of the plan document, the County shall continue to contribute a bi-weekly contribution amount for each tier of coverage as follows ("County Contribution"):**

<i>Medical Plan Enrollment</i>	Effective Date		
	12/12/2021	12/11/2022	12/10/2023
Tier I - Employee Only	\$457	\$482	\$507
Tier II - Employee +1	\$532	\$582	\$632
Tier III - Employee + Family	\$557	\$652	\$747

**The County Contribution will be allocated as follows: (1) a portion equal to the biweekly premium for the lowest cost employee-only group health coverage that offers minimum value ("Health Allowance") shall be used**

solely for the purchase of group health plan coverage; and (2) the difference between the County Contribution and Health Allowance may be used for the purchase of any other benefits offered under the Flexible Benefits Program, or taken as taxable compensation.

- C. For regular, part-time employees enrolled in the County of Ventura Flexible Benefits Program, subject to the conditions of the plan document, the County shall continue to contribute a biweekly amount for each tier of coverage as follows:

<i>Medical Plan Enrollment</i>	Effective Date		
	12/12/2021	12/11/2022	12/10/2023
Tier I - Employee Only	\$320	\$337	\$355
Tier II - Employee +1	\$372	\$407	\$442
Tier III - Employee + Family	\$390	\$456	\$523

- D. For purposes of this Article only, part time employees shall be defined as those who work no fewer than forty (40) hours but less than sixty (60) hours per biweekly pay period.

**Sec. 703 MEDICAL PLAN OPT-OUT OPTION:**

- A. A regular employee may elect the Medical Plan Opt-Out Option declining medical coverage under the County of Ventura Flexible Benefits Program for the employee and the employee's dependents with adequate proof of enrollment in other qualifying group health insurance coverage.
- B. Employees electing not to participate in a County-sponsored health care plan must complete and submit the Opt-Out Certification Form certifying that they are enrolled and covered under another group hospital and medical health plan. The Opt-Out Certification Form shall be received by the Human Resources Department within thirty (30) days from date of hire, mid-year change and annually during Open Enrollment.
- C. For regular full-time employees electing the Medical Plan Opt-Out Option, the employee will receive a taxable biweekly cash payment as follows:
1. As soon as administratively possible, \$130.
  2. Effective 12/10/2023, \$135.

**D. For regular part-time employees electing the Medical Plan Opt-Out Option, the employee will not be eligible to receive a taxable bi-weekly cash payment.**

Sec. ~~702~~704 CONTINUATION OF HEALTH PLAN: Should an employee exhaust his or her sick leave and go on medical or maternity leave of absence without pay, the County agrees to continue to make its contribution to the Flexible Benefits Program for up to six (6) biweekly pay periods. The number of hours of compensation upon which payment of this premium is based shall be the number of hours in the employee's regular work schedule in the pay period immediately preceding the placement of the employee on leave of absence without pay.

Sec. ~~703~~705 LABOR/MANAGEMENT COMMITTEE: VCSCOA agrees that it is in the best interest of the parties to review the current Health Insurance Plan to determine if the Plan design is the most efficient and economical for the benefits provided by the plan. The County agrees to consult with VCSCOA, per Section 704, on health insurance benefits and the solution of claims processing problems when requested. Accordingly, the parties agree to the continuation of a joint management/labor health care cost containment committee. Such committee shall meet quarterly for the purpose of discussing cost containment alternatives, reviewing financial progress of the plan and assisting in educational activities.

Sec. ~~704~~706 COUNTY'S RIGHT TO MAKE CHANGES: For the term of this Agreement, the parties agree that the County retains the exclusive right to make changes necessary to administer the Flexible Benefits programs, and VCSCOA specifically waives any rights it may have to meet and confer with respect to the decision or impact of changes. Such changes may include, but are not limited to, the addition or deletion of plans, plan benefits, and/or increases or decreases in benefit rates.

Notwithstanding the above, County agrees to give VCSCOA thirty (30) days' notice of any plan changes proposed and to afford VCSCOA an opportunity to express its opinion regarding those proposed changes. Any changes in the plan initiated by the County must be submitted to the Board of Supervisors for approval will take place at a regular session. Said notice and opportunity to communicate shall not be interpreted at any time during the course of this Agreement as an obligation on the part of the County or a right on the part of VCSCOA to meet and confer or otherwise consult or negotiate regarding these issues.

Sec. ~~705~~707 COMPENSABILITY OF COUNTY CONTRIBUTIONS: If, as a result of the California Supreme Court's ruling in Alameda County Deputy Sheriff's Ass'n v. Alameda County Employees' Retirement Association (2020) 9 Cal. 5th 1032, the Ventura County Employees' Retirement Association (VCERA) determines that all or a part of the County's Flexible Benefits Program contributions under this Article will not

be included in compensation earnable for the purposes of retirement benefit calculations for non-PEPRA VCERA members, the County and VCSCOA shall, at the request of either party, meet and confer to discuss the effects of that determination.

Sec. ~~705~~708 STATE DISABILITY INSURANCE (SDI): The parties agree to continue participation in the employee paid State Disability Insurance Program (SDI) pursuant to applicable State regulations and the following provisions:

- A. For purposes of this Section only, the term "employee" shall include regular employees assigned to County classifications. This inclusion in the SDI program will not confer any representation rights to temporary help employees or alter in any way the definition of "employee" in the County's Personnel Rules and Regulations or current MOA.
- B. If a bargaining unit chooses to withdraw from SDI after the required two (2) years, membership must present a majority petition indicating such desire.
- C. This program shall be administered by the County.
- D. The employee shall pay all costs of the program.
- E. Per State regulations, benefits for employees not previously covered by SDI shall become effective approximately seven (7) months after enrollment.

2. Revise Article 16, "LEAVES OF ABSENCE", as follows:

Sec. 1605 BEREAVEMENT LEAVE: Any regular employee may be allowed to be absent from duty for up to three (3) working days without loss of pay because of the death of a member of ~~their~~ ~~his~~ immediate family. ~~The~~ **Additionally, in connection with the same death of a member of their immediate family, a regular** employee **shall be entitled to be absent from duty for two (2) additional working days for which the employee** may ~~elect to~~ use ~~vacation,~~ **accrued** annual leave or **vacation,** **accrued** sick leave **or leave without pay** ~~to insure three (3) full days off~~. When travel to distant locations or other circumstances requires absence in excess of ~~three consecutive~~ **the aforementioned five (5)** working days, the appointing authority may allow the use of **accrued** annual leave, ~~accrued or~~ vacation, or up to ~~two one (1) days~~ of accrued sick leave to supplement the ~~three~~ **five (5)** working days provided in this Section. For the purpose of this Section, "immediate family" shall mean the husband, wife, parent, brother, sister, child, step-child, grandchild, grandparent, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, or step-parent of an employee.

3. Add Article 35, "EMPLOYEE INCENTIVE PROGRAMS", as follows:

**Article 35 EMPLOYEE INCENTIVE PROGRAMS**

**Sec. 3501 NEW HIRE INCENTIVE:** Effective the first full pay period after approval by the Board of Supervisors, upon agency head recommendation and with the approval of the CEO or his/her designee, an employee who is newly hired may receive a one-time New Hire Incentive of up to ten percent (10%) of the newly hired employee's current annual base wage. For purposes of this provision, "newly hired" means the employee was appointed from an open competitive recruitment and may not be a current employee or may not have been previously employed by the County of Ventura within the preceding 12 months. Further, the employee shall not be qualified for the benefits of this section if said employee received any other new hire incentive. Subsequent to the aforementioned recommendation and approval, to be eligible to receive the New Hire Incentive, the employee must sign a written agreement, acknowledging and agreeing to the repayment stipulations including paycheck deductions for repayment the New Hire Incentive. The incentive will be paid in one lump sum within two (2) pay periods of the recommendation and approval and submission of the required documentation and is subject to state and federal taxes, as well as any applicable payroll deductions.

An employee who received the New Hire Incentive must maintain employment within the County of Ventura agency that originally hired said employee and remain in a VCSCOA-represented classification for a minimum of 4,160 compensable hours from the date of hire. If the employee is unable to satisfy the 4,160-hour requirement due to voluntary or involuntary separation, the employee is responsible for re-payment of the New Hire Incentive that was paid as follows:

Compensable Hours Completed	Pro-rata Repayment
Within the probationary period	100%
After probation period but before 4,159	50%

**Sec. 3502 EMPLOYEE REFERRAL INCENTIVE:** Effective the first full pay period after approval by the Board of Supervisors, upon agency head recommendation, and with the approval of the Director-Human Resources, employees shall be eligible to receive the Employee Referral Incentive. Employees who meet the below specified requirements will be eligible to receive a gross amount of five hundred dollars (\$500) per employee referral for classifications designated as eligible for the Employee Referral Incentive. There is no limit to the number of Employee Referral Incentive payments any one employee may receive. The Director-

Human Resources or his/her designee shall determine which positions are eligible to receive the Employee Referral Incentive.

The Employee Referral Incentive will be paid in one lump sum within two (2) pay periods of the referred employee completing the required probationary period. The Employee Referral Incentive is subject to state and federal taxes and any applicable payroll deductions.

The following criteria will be used in determining eligibility for payment of the Employee Referral Incentive:

- A. Referring employee must be an active regular full-time or part-time employee;
- B. The external candidate shall not be a current or former employee, consultant, intern, temporary or student placement who has worked at the County within the last 12 months from the date of posting of the vacancy;
- C. The Employee Referral Incentive will be paid upon the completion by the referred external candidate of the required probationary period;
- D. The referred employee must identify one referring employee on their online application and the referring employee must notify the assigned recruiter of the referral. Award payments will not be split among multiple current employees.

VCSCOA-represented employees who serve as oral raters, on an interview panel, and any employee involved in the assessment or decision-making process of the referred vacancy will not be eligible to receive the Employee Referral Incentive payment.

**Sec. 3503** **EMPLOYEE RETENTION INCENTIVE: Effective the first full pay period after approval by the Board of Supervisors, upon agency head recommendation and with the approval of the CEO or his/her designee, an employee may be eligible for an Employee Retention Incentive. To be eligible to receive an Employee Retention Incentive, an employee must be a high performing employee, an employee with a specialty skill, and/or an employee in a position designated by the County to be difficult-to-retain, and who has been offered, and is considering employment outside of the County.**

Employees who wish to be considered for an Employee Retention Incentive must submit verifiable proof of their employment offer from an employer other than the County, with a base wage that is higher than their current rate of pay. A verifiable copy of an offer letter, an email from a representative of the prospective employer, or similar items containing the required wage

information will be accepted as proof. The amount of the Employee Retention Incentive will be based upon the verified job offer and shall match the difference between the employee's current annual base wage and the amount of the offer, not to exceed ten percent (10%) of the employee's current annual base wage.

If approved, the incentive will be paid in one lump sum within two full pay periods of the approval of the incentive, and will be subject to state and federal taxes, as well as any applicable payroll deductions.

An employee that accepts an Employee Retention Incentive must maintain employment with the County for a minimum of 4,160 compensable hours. If the employee is unable to satisfy the 4,160-hour requirement due to voluntary or involuntary separation, the employee will be responsible for re-payment of the paid Employee Retention Incentive as follows:

Compensable Hours Completed	Pro-rata Repayment
0 – 2,079	100%
2,080 – 4,159	50%

To be eligible for the Employee Retention Incentive, an employee must be in good standing, have passed probation, and must sign a written agreement acknowledging and agreeing to the above repayment stipulations including paycheck deductions for repayment of the Retention Incentive.

Employees shall only be eligible for one Employee Retention Incentive within a 24-month period.

Agreed to this 2 day of May, 2023, by:

FOR THE COUNTY:

FOR VCSCOA:



Jennifer Duran  
Personnel Analyst II  
Labor Relations



Dan Seibert  
President