

T. Q. C. I.
03-8-12-4

BOARD AGENDA COVER MEMORANDUM

Board Meeting Date: August 13, 2003

DATE: July 30, 2003
TO: Board of County Commissioners
FROM: Jan Clements, Sheriff

AGENDA ITEM, TITLE OR SUBJECT: In the matter of creating certification pay for Communications/Records Supervisors in the Sheriff's Office.

I. MOTION: THAT LANE COUNTY BEGIN PAYING

COMMUNICATION/RECORDS SUPERVISORS 3% PREMIUM PAY FOR
ADVANCED TELECOMMUNICATOR CERTIFICATION, OR 6% FOR
SUPERVISOR TELECOMMUNICATOR CERTIFICATION, EFFECTIVE
JULY 1, 2003.

II. ISSUE OR PROBLEM

Communication/Records Supervisors in the Sheriff's Office are the only class of certified employees who are not authorized to receive certification pay. Other classifications receiving certification pay are Deputy Sheriff I, Deputy Sheriff II, Deputy Sheriff Specialist, Sergeant, Lieutenant, Captain, Communications Officer I, Communications Officer II, and Communications Officer Specialists.

III. DISCUSSION

A. Background

Oregon law mandates that all persons employed as a law enforcement officer, corrections officer, parole and probation officer, and telecommunicator (emergency call taker) be certified by the Oregon State Department of Public Safety Standards and Training (DPSST) at the basic level. Beyond basic certification, DPSST provides higher levels of certification determined by education, training, responsibilities, and assignment. Those certifications are: intermediate, advanced, supervisory, management, and executive.

As a result of an arbitrator's interest arbitration award in 1985, Deputy Sheriffs as members of the Lane County Peace Officers' Association (LCPOA) were granted certification pay at 3% or 6%, commensurate with

their level of certification. The Board of Commissioners extended the certification pay benefit to nonrepresented employees in the Sheriff's Office to eliminate compaction between classification in the Deputy Sheriff classification series (Sergeant, Lieutenant, and Captain). In 1995 with the implementation of an additional certification level, the Board of Commissioners restructured qualification for receiving certification pay for Sergeants, but did not change the basic provision of the benefit.

DPSST established mandatory certification for telecommunicators in 1993 under the same regulatory plan mandating certification for law enforcement, corrections, and parole and probation. As a result of collective bargaining with LCPOA, 3% or 6% pay for telecommunicator certification was extended to represented Communications Officers beginning July 1, 1999 under the same requirements as are in place for Deputy Sheriffs. Commensurate certification pay for nonrepresented employees in this classification series has not been advanced to the Board for authorization until this time.

B. Analysis

The effect of this Board action, if approved, would be to provide a benefit to two current supervisors who have telecommunicator certification. One would be eligible for the 3% Advanced certification pay and another would be qualified for the 6% Supervisor certification pay. The remaining supervisor will not be eligible for certification pay until she achieves higher education credits.

Exclusion of these employees allows an inequity in comparison with their supervisory peers in the Deputy Sheriff classification series, i.e., Sergeants who have this benefit. Part of the rationale for granting this benefit to Sergeants arises from the ability of LCPOA members to earn additional premium pay for longevity (7.5% at 20 years of service), bilingual pay (5%), and Field Training Officer pay (3%), whereas Sergeants do not qualify for these additional premiums. Communications/Records Supervisors experience these same inequities with LCPOA members, and do not yet receive certification pay.

Granting authorization for Communication/Records Supervisors to receive certification pay at 3% for Advanced certification and 6% for Supervisor certification would result in a cost of \$4,675.18 on an annual basis at this point in time. If all three employees achieved Supervisor certification in the next three years, the total maximum annual liability to the Sheriff's Office would be \$10,293.38.

The Sheriff's Office would be able to absorb this additional cost in its current authorized appropriations.

C. Alternatives/Options

- A. An alternative to the Board is not grant certification pay to Communication/Records Supervisors. This would save the Sheriff's Office \$4675.18 currently, and potentially \$10,293.38 in the next three years. It would continue this classification of employees in an inequitable position compared with other similarly situated employees.
- B. The preferred alternative would be to sign the order granting certification pay to Communications/Records Supervisors.

D. Recommendation

Alternative B.

E. Timing

Implement immediately.

IV. IMPLEMENTATION/FOLLOW-UP

None

V. ATTACHMENTS

Order

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO. _____) IN THE MATTER OF CREATING
) CERTIFICATION PAY FOR
) COMMUNICATIONS/RECORDS
) SUPERVISORS IN THE SHERIFF'S
 OFFICE

WHEREAS, the Department of Public Safety has identified a potential for salary compaction between Communication/Records Supervisors and represented employees based on an inability to earn premium pay; and

WHEREAS, customary compensation policies and practices dictate that an appropriate salary differential should exist between various levels of employees in an organization; and

WHEREAS, sound compensation policies result in higher morale and more productive employees; and

WHEREAS, it is the intent of the County to properly classify and compensate employees with regard to duties and responsibilities; and

WHEREAS, the County established a premium pay plan for sergeants in 1995 which provided 3% for Advanced certification, or 6% for Supervisory certification; and

WHEREAS, the Oregon State Board on Public Safety Standards and Training has since created certification for telecommunicators at all levels; and

WHEREAS, Communications Officers in the Sheriff's Office are eligible for certification pay creating an inequity for Communication/Records Supervisors; and

WHEREAS, sufficient funds exist to support the requested action: it is now hereby

ORDERED, that Lane County begin paying Communication/Records Supervisors 3% premium pay for Advanced certification, or 6% for supervisor certification, effective July 1, 2003.

DATED this _____ day of May, 2003.

APPROVED AS TO FORM
Date 8/5/03 lane county
[Signature]
OFFICE OF LEGAL COUNSEL

Peter Sorenson, Chair
Lane County Board of Commissioners