

COUNTY OF VENTURA
civil service commission
BOARD OF REVIEW AND APPEALS



Commissioners
Don Becker
Alyse M. Lazar
Haywood Merricks III
Joyce A. Taylor
James Vandenberg

MINUTES
REGULAR BUSINESS MEETING
THURSDAY, AUGUST 22, 2013
9:30 a.m.

County of Ventura Government Center
LOWER PLAZA ASSEMBLY ROOM

- I. **CALL TO ORDER** - Chair Merricks called the meeting to order at 9:40 a.m.
- II. **ROLL CALL** - Commissioners present: Chair Merricks, Vice-Chair Becker and Commissioners Lazar and Taylor. Staff present: Cheryl Shaw, Commission Assistant, Robert Orellana, Law Advisor, and Tabin Cosio (IR).
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MINUTES FOR APPROVAL** – The minutes of the Regular Business Meeting of July 25, 2013 were approved on motion by Commissioner Lazar, seconded by Commissioner Taylor.
- V. **PUBLIC COMMENTS** – None.
- VI. **OLD BUSINESS** – None.
- VII. **NEW BUSINESS** –
 - A. Section 103 Review of Proposed MOA and Letter to the Board of Supervisors of the County of Ventura Re: Approval of Adoption of 2013-2016 Memorandum of Agreement between the County of Ventura and the Service Employees International Union (SEIU), Local 721.

Mr. Cosio stated that the proposed amendments are focused primarily on changes to employee salary and benefits, but also address health insurance premiums and the funding of the employees' retirement system. The MOA also contains a contingent change to the number of defined paid holidays, pending approval by all County employees and the Board of Supervisors, to include Veterans Day as a paid holiday countywide. The proposed amendments also include changes relating to workloads for some employees and qualifications for overtime pay. Mr. Cosio further indicated that Industrial Relations did not believe that any of the proposed amendments would

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have an adverse impact on the County Personnel Rules and Regulations, and that SEIU is expected to ratify the contract on August 30, 2013, prior to it proceeding to the Board of Supervisors for final approval on September 10, 2013.

In response to Commissioner Lazar's inquiry about the change to certain employees' caseloads, Mr. Cosio indicated that the agency is working in committee forums with the union and that the amended Article 32 merely replaces a side agreement currently in place. The deadline to develop additional standards is June 30, 2014, and once that is accomplished, there will be a meeting with the union to determine if the standards will be incorporated into the MOA. In response to a question from Commissioner Taylor, Mr. Cosio stated that the proposed amendments will meet current the Fair Labor Standards Act (FLSA) standards regarding qualification for overtime pay.

By unanimous vote, after a motion by Vice-Chair Becker, seconded by Commissioner Lazar, the Commission decided to recommend to the Board of Supervisors that the subject amendments to the MOA do not adversely impact the Ventura County Personnel Rules and Regulations. Chair Merricks was directed to sign a letter regarding same which will be submitted by staff to the Board of Supervisors for their September 10, 2013 meeting agenda.

- B. Section 103 Review of Proposed MOA and Letter to the Board of Supervisors of the County of Ventura Re: Approval of Adoption of 2013-2016 Memorandum of Agreement between the County of Ventura and the International Union of Operating Engineers (IUOE), Local 501.

Regarding these proposed amendments, Mr. Cosio indicated that the amendments were very similar to the SEIU MOA in regard to changes in salary and benefits, and also incorporate changes in long-term disability calculations. It is expected that IUOE will ratify the MOA on August 26, 2013, prior to it proceeding to the Board of Supervisors for final approval on September 10, 2013.

In response to Commission Lazar's question about the change in definition to time worked, Mr. Cosio stated that current FLSA standards provide that only time actually worked counts in qualifying for overtime pay, but paid time off does not count. The MOA amendment provides that only hours actually worked count toward that overtime pay qualification threshold consistent with FLSA standards.

Commissioner Becker asked for clarification regarding the new retirement contributions percentages. Following an explanation of how the retirement system is currently funded, Mr. Cosio stated that the amendments would require the employee to pay approximately 6.5% of costs and the County to pay approximately 13.5% which equates to a total shift of approximately 1.5% of the cost from the County to the covered employees. The final component in the salary adjustments is an increase in salaries to cover this additional 1.5% that will be paid by the employees.

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By unanimous vote, after a motion by Vice-Chair Becker, seconded by Commissioner Taylor, the Commission decided to recommend to the Board of Supervisors that the subject amendments to the MOA do not adversely impact the Ventura County Personnel Rules and Regulations. Chair Merricks was authorized to sign a letter regarding same which will be submitted by staff to the Board of Supervisors for their next agenda.

VIII. REQUEST FOR HEARING – None.

IX. REQUEST FOR INVESTIGATION – None.

X. INFORMATIONAL – None.

XI. COMMISSION/STAFF COMMENTS - Review of revised draft form for use in appeals to Civil Service Commission.

Following discussion regarding final revisions to the form and having it converted into a document that can be completed on-line, Ms. Shaw was directed to work with IT Services to have a link to the revised form placed on the Commission's website, ensuring that petitioners are aware of the requirement to sign the form by hand.

XII. ADJOURNMENT – The meeting was adjourned at 10:15 a.m.