

July 29, 2021

TO: County Personnel Policy Board Members

SUBJECT: Personnel Policy Board Meeting
Thursday, August 5, 2021
1:30 p.m., Commissioners Hearing Room
County-City Building, Room 112

A G E N D A

ITEM 1: Approval of Minutes from the June 3, 2021 meeting.

ITEM 2: Request to change the pay grades of the following classifications:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>CURRENT PAY GRADE</u>	<u>PROPOSED PAY GRADE</u>
7706	Registered Nurse	C15 (\$57,482.88 - \$73,627.84)	C19 (\$66,216.80 - \$84,816.16)
7781	Nursing Supervisor	C18 (\$63,912.16 - \$81,868.80)	C22 (\$73,627.84 - \$94,311.36)

ITEM 3: Request to amend Rule 17.11 of the Personnel Rules – Employees Temporarily Assigned to a Higher Classification

ITEM 4: Election of Chair

ITEM 5: Election of Vice-Chair

ITEM 6: Miscellaneous Discussion

PC: Department Heads

17.11 Employees Temporarily Assigned to a Higher Classification (Revised 9/14/08/21)

(a) A status employee may be temporarily assigned, in writing, to work in a budgeted position in a class with a higher maximum salary than the maximum salary of his regularly assigned class, when said position is temporarily vacant due to termination, resignation, leave of absence, or initial creation.

(b) Compensation for being temporarily assigned to a higher class shall be at least the next higher rate of pay in the higher class above the employee's regular rate, or the first step minimum rate of the higher class he is temporarily filling, whichever is greater. The employee shall be compensated at the temporary assignment rate of pay for all approved paid leaves of absences, holiday pay, and approved personal holiday leave.

(c) An employee who is temporarily assigned in writing to work in a higher class must perform all the duties the incumbent employee would have performed in the higher class job description to receive additional compensation. Exceptions to this Rule for receipt of out-of-class pay may be made or approved by the Human Resources Director.