

RESOLUTION NO. 2024-45

A RESOLUTION OF THE BOARD OF SUPERVISORS, COUNTY OF INYO, STATE OF CALIFORNIA, SETTING CERTAIN SALARY AND/OR TERMS AND CONDITIONS OF EMPLOYMENT FOR MANAGEMENT EMPLOYEES EMPLOYED IN THE SEVERAL OFFICES OR INSTITUTIONS OF THE COUNTY OF INYO, WHICH SHALL SUPERSEDE ANY PRIOR RESOLUTIONS PERTAINING TO THAT SUBJECT TO THE EXTENT THEY ARE INCONSISTENT

WHEREAS, the Board of Supervisors, pursuant to Government Code section 25300, shall prescribe the compensation of all county officers and shall provide for the number, compensation, tenure, appointment, and conditions of employment of all County employees; and

WHEREAS, there are Management employees of the County of Inyo; and

WHEREAS, the Board of Supervisors desires to prescribe the compensation, tenure, appointment and/or conditions of employment for management employees, excluding, appointed officials and Board of Supervisors;

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors that the following classifications are deemed as Management and shall be subject to the salary and/or terms and conditions of employment set forth below:

ASSISTANT ASSESSOR
ASSISTANT AUDITOR-CONTROLLER
ASSISTANT CHIEF INFORMATION OFFICER
ASSISTANT CLERK-RECORDER
ASSISTANT COUNTY ADMINISTRATIVE OFFICER
ASSISTANT COUNTY COUNSEL
ASSISTANT DIRECTOR OF RISK MANAGEMENT
ASSISTANT DISTRICT ATTORNEY
ASSISTANT HEALTH AND HUMAN SERVICES DIRECTOR
ASSISTANT PERSONNEL DIRECTOR
ASSISTANT PUBLIC WORKS DIRECTOR
ASSISTANT TREASURER-TAX COLLECTOR
BROADBAND COORDINATOR
CHIEF INFORMATION OFFICER
DEPUTY CHIEF PROBATION OFFICER
DEPUTY COUNTY ADMINISTRATIVE OFFICER
EXECUTIVE DIRECTOR OF REGIONAL COORDINATION
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – BEHAVIORAL HEALTH
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – FISCAL OVERSIGHT AND SPECIAL OPERATIONS
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – PUBLIC ASSISTANCE AND AGING
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – PUBLIC HEALTH AND PREVENTION
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – SOCIAL AND PLACEMENT SERVICES

PUBLIC WORKS DEPUTY DIRECTOR – AIRPORTS
PUBLIC WORKS DEPUTY DIRECTOR – BUILDING AND GROUNDS
PUBLIC WORKS DEPUTY DIRECTOR – RECYCLING AND WASTE MANAGEMENT
PUBLIC WORKS DEPUTY DIRECTOR – ROADS
SENIOR DEPUTY COUNTY ADMINISTRATIVE OFFICER
SENIOR DEPUTY DISTRICT ATTORNEY
UNDERSHERIFF

ARTICLE 1. RECOGNITION

The County of Inyo (hereinafter called the "County") has recognized employee bargaining units for the purpose of meeting its obligations under the Meyers-Milias-Brown Act, Government Code Section 3500, et seq. This Resolution applies to Management employees not represented by any employee bargaining unit. This Resolution applies to those positions listed above.

Persons in these positions are hereinafter referred to as “Management Employees.”

ARTICLE 2. EFFECT OF PRIOR RESOLUTIONS

This Resolution supersedes all prior Resolutions with regard to the Management Employees covered by this Resolution to the extent they are inconsistent herewith.

ARTICLE 3. NON-DISCRIMINATION

Section 1. The County will recognize and will protect the rights of all employees hereby to join and/or participate in protected bargaining unit activities, or to refrain from joining or participating in protected activities, in accordance with Government Code sections 3500 to 3511.

Section 2. Management Employees shall not discriminate against any employee because of race, color, sex, age, national origin, ancestry, political or religion or religious creed, marital status, physical or mental disability, medical condition or sexual orientation.

Section 3. Whenever the masculine gender is used in this Resolution, it shall be understood to include the feminine gender.

ARTICLE 4. WORKDAY AND WORK WEEK

The County-designated standard workweek begins at 0001 hours each Thursday and ends at 2400 hours the following Wednesday (one minute after 12 midnight Thursday through 12 midnight on Wednesday).

- a. The obligation of a Management Employee to perform the services and work required by his/her position within the County. The performance of these services and work will require a varied

schedule. In planning their work schedule, Management Employees will coordinate and make arrangements to fulfill the requirements of the services and work which are necessary.

- b. Employees on an eight-hour daily work schedule will generally work five consecutive days, with two consecutive days off.
- c. Management employees may be assigned, and/or may request that their Department Head recommend to the CAO to work an alternative work schedule.
 - Such alternative work schedules may include a “4/10s” schedule (four consecutive ten-hour workdays per County-designated standard workweek) A “4/10s” schedule shall consist of no more than forty (40) hours during the County-designated standard workweek, as applicable, which may be at hours other than traditionally scheduled for the assigned shift.
 - Such alternative work schedules may include a “9/80” schedule, where 80 hours are worked over 9 workdays during the County-designated pay period. A “9/80” schedule shall consist of no more than forty (40) hours during the County-designated alternative workweek. The designated workweek for a “9/80” schedule will be outlined and agreed upon in the Altered Work Schedule Request Form and must comply with all FLSA requirements.

As approved by the County Administrative Officer, in his/her sole discretion, other alternative schedules may be assigned or accepted upon request.

- d. The County Administrative Officer may in his/her discretion based upon recommendation from a department head change work hours and/or work shifts on a temporary basis in such department or work unit thereof.

ARTICLE 5. OVERTIME AND COMPENSATORY TIME

Management Employees are FLSA Exempt employees and shall not be paid or provided compensatory time for overtime worked.

ARTICLE 6. STANDBY COMPENSATION

The County shall extend to Management Employees requested by their department head to serve in an after-hours response capacity, the same Standby compensation as provided to members of the Inyo County Employees Association (ICEA). Any future adjustments to the Standby compensation for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 7. SALARIES

- a. Salaries: Management Employees shall be paid a monthly salary as set forth in below, and be

subject to the salary grades and steps as set forth in the publicly available pay schedule maintained by the County on its website, and be eligible for merit advancement consistent with the personnel rules and regulations otherwise applicable to civil service employees. All salaries shall be adjusted annually on the first full pay period following July 1 by the Cost of Living. Cost of Living shall be determined by the March-to-March change in the BLS (Bureau of Labor Statistics) Riverside – San Bernardino – Ontario Price Index Urban Wage Earners and Clerical Workers. The COLA will be no less than 0% and no more than 4% of the Urban Wage Earners and Clerical Workers.

TITLE	MONTHLY SALARY
ASSISTANT ASSESSOR	\$9,678.41
ASSISTANT AUDITOR-CONTROLLER	\$10,560.97
ASSISTANT CHIEF INFORMATION OFFICER	\$11,764.16
ASSISTANT CLERK-RECORDER	\$8,778.60
ASSISTANT COUNTY ADMINISTRATIVE OFFICER	\$13,688.89
ASSISTANT COUNTY COUNSEL	\$14,937.17
ASSISTANT DIRECTOR OF RISK MANAGEMENT	\$11,764.16
ASSISTANT DISTRICT ATTORNEY	\$11,911.11
ASSISTANT HEALTH AND HUMAN SERVICES DIRECTOR	\$10,781.05
ASSISTANT PERSONNEL DIRECTOR	\$11,764.16
ASSISTANT PUBLIC WORKS DIRECTOR	\$11,261.88
ASSISTANT TREASURER-TAX COLLECTOR	\$9,579.11
BROADBAND COORDINATOR	\$17,026.22
CHIEF INFORMATION OFFICER	\$14,937.17
DEPUTY CHIEF PROBATION OFFICER	\$10,560.97
DEPUTY COUNTY ADMINISTRATIVE OFFICER	\$10,560.97
EXECUTIVE DIRECTOR OF REGIONAL COORDINATION	\$7,962.45
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – BEHAVIORAL HEALTH	\$8,869.60
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – FISCAL OVERSIGHT AND SPECIAL OPERATIONS	\$10,560.97
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – PUBLIC ASSISTANCE AND AGING	\$10,560.97
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – PUBLIC HEALTH AND PREVENTION	\$10,560.97
HEALTH AND HUMAN SERVICES DEPUTY DIRECTOR – SOCIAL AND PLACEMENT SERVICES	\$10,560.97
PUBLIC WORKS DEPUTY DIRECTOR – AIRPORTS	\$10,560.97
PUBLIC WORKS DEPUTY DIRECTOR – BUILDING AND GROUNDS	\$10,560.97
PUBLIC WORKS DEPUTY DIRECTOR – RECYCLING AND WASTE MANAGEMENT	\$8,869.60
PUBLIC WORKS DEPUTY DIRECTOR – ROADS	\$10,560.97
SENIOR DEPUTY COUNTY ADMINISTRATIVE OFFICER	\$10,781.05
SENIOR DEPUTY DISTRICT ATTORNEY	\$12,162.77
UNDERSHERIFF	\$13,328.00

b. Longevity Pay: The County shall extend to Management Employees the same Longevity Pay as

provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Longevity Pay for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

- c. Bi-Weekly Pay period: Employees covered by this Agreement shall be paid bi-weekly (every other Friday).

ARTICLE 8. CLOTHING/UNIFORM ALLOWANCE

The County shall extend to Management Employees, excluding the Undersheriff and Deputy Chief Probation Officer, a \$250.00 annual Clothing Allowance. Annual payments will be made at the time of this resolution's approval and subsequently during the first pay period in July each year. For newly hired Management Employees, the Clothing Allowance will be paid during their first pay period of employment and then in the first pay period of July in subsequent years. The Clothing Allowance is taxable as required by law and is not reportable as compensation to CalPERS.

The County shall extend to the Deputy Chief Probation Officer the same Uniform Allowance provided to members of the Inyo County Probation Peace Officers Association (ICPPOA). Any future changes or enhancements to Uniform Allowance for ICPPOA members shall automatically apply to the Deputy Chief Probation Officer on an equivalent basis, unless otherwise specified by the County.

ARTICLE 9. INSURANCE/HEALTHCARE BENEFITS

The County shall extend to Management Employees, excluding the Undersheriff and the Deputy Chief Probation Officer, the same Healthcare Benefits provided to members of the Inyo County Employee Association (ICEA). Any future changes or enhancements to Healthcare Benefits for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

The County shall extend to the Undersheriff the same Insurance Benefits provided to members of the Inyo County Law Enforcement Administrators Association (ICLEAA). Any future changes or enhancements to Insurance Benefits for ICLEAA members shall automatically apply to the Undersheriff on an equivalent basis, unless otherwise specified by the County.

The County shall extend to the Deputy Chief Probation Officer the same Insurance Benefits provided to members of the Inyo County Probation Peace Officers Association (ICPPOA). Any future changes or enhancements to Insurance Benefits for ICPPOA members shall automatically apply to the Deputy Chief Probation Officer on an equivalent basis, unless otherwise specified by the County.

ARTICLE 10. FLEXIBLE BENEFIT PROGRAM

The County shall extend to Management Employees the same Flexible Benefit Program as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Flexible Benefit Program for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 11. SHORT-TERM DISABILITY PROGRAM

The County shall extend to Management Employees the same Short-Term Disability Program as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Short-Term Disability Program for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 12. DEFERRED COMPENSATION

County will provide deferred compensation programs for Management Employees.

ARTICLE 13. SICK LEAVE

- a. Each employee shall accrue sick leave. There is no limit on the amount of sick leave that may be accrued.
- b. Any employee who retires from the County may donate sick leave to an available sick leave bank, without complying with any donation limits.
- c. Management Employees may donate directly to an employee. Management Employees may only donate 80 hours per calendar year.

ARTICLE 14. VACATION LEAVE

The County shall extend to the Management Employees, the same Vacation Leave benefits as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Vacation Leave benefits for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 15. FLEXIBLE & ADMINISTRATIVE LEAVE

The County shall extend to Management Employees the same Flexible Leave benefits as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Flexible Leave benefits for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

Management Employees are entitled to eighty (80) paid administrative hours off every fiscal year. The administrative leave hours shall not accumulate and will be lost if not utilized during the fiscal year. The administrative leave shall have no cash value. For the first fiscal year of a new employment Agreement, Management Employees shall have the current balance of administrative hours, if any, roll over from their current position, and any other expiring leave shall be similarly rolled over. In no event

shall Management Employees be entitled to more than eighty (80) paid administrative hours in any given year regardless of a change in position within, or a new contract with, the County. Paid administrative leave shall be prorated in a manner consistent with Flexible Leave benefits.

ARTICLE 16. HOLIDAYS

- a. The County shall extend to Management Employees, excluding the Undersheriff, the same Recognized Holiday as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Recognized Holiday for ICEA members shall automatically apply to Management Employee.
- b. Management Employees who work on a County Holiday shall not receive any additional pay, overtime, or compensatory time.

ARTICLE 17. RETIREMENT PROVISIONS

The County shall extend to Management Employees the same Retirement Provisions as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to Retirement Provisions for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 18. PERSONNEL RULES

The Personnel Rules are hereby incorporated by reference.

In the event of a conflict between the Personnel Rules and Articles of this Resolution, this Resolution shall prevail.

In the event of a conflict between the Personnel Rules and an employment agreement between the County and an employee covered by this Resolution, the employment agreement shall prevail.

In the event of a conflict between this Resolution and an employment agreement between the County and an employee covered by this Resolution, the employment agreement shall prevail.

ARTICLE 19. EMPLOYEE ASSISTANCE PROGRAM

The County will provide an Employee Assistance Program.

ARTICLE 20. PERFORMANCE EVALUATIONS

The County shall extend to Management Employees the same Performance Evaluation procedures and criteria as provided to members of the Inyo County Employees Association (ICEA). Any

future changes or enhancements to Performance Evaluation processes for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 21. DRUG-FREE WORKPLACE / DOT DRUG TESTING POLICY

The County will enforce its Alcohol and Drug Abuse policy.

The County will enforce the Alcohol and Drug Policy pursuant to the Department of Transportation Regulations as amended in accordance with law.

ARTICLE 22. EMPLOYEE TRAINING AND TUITION ASSISTANCE PROGRAM POLICY

The County shall extend to Management Employees the same Employee Training and Tuition Assistance benefits as provided to members of the Inyo County Employees Association (ICEA). Any future changes or enhancements to the Employee Training and Tuition Assistance Program for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 23. SMOKING

There shall be no smoking, vaping, or chewing of tobacco in any County facility, or County vehicle. Smoking or vaping on County property shall only be allowed in designated smoking areas.

ARTICLE 24. MISTAKEN OVERPAYMENT

In the event of an overpayment due to any mistake or inadvertence, the County shall apply the same process for the recovery of the overpayment to Management Employees as is provided to members of the Inyo County Employees Association (ICEA). Any future changes or adjustments to the procedure for handling mistaken overpayments for ICEA members shall automatically apply to Management Employees on an equivalent basis, unless otherwise specified by the County.

ARTICLE 25. EMERGENCY WAIVER

In the event of circumstances beyond the control of the County, such as acts of God, fire, flood, insurrection, civil disorder, national emergency, or similar circumstances, if the County Administrative Officer or his designee so declares, any provisions of this Resolution, which restricts the County's ability to respond to these emergencies, shall be suspended for the duration of such emergency. After the emergency is declared over, the affected Management Employees may meet with the County regarding the impact caused by the suspension of these provisions of this Resolution or any Personnel Rules and Policies.

ARTICLE 26. SEPARABILITY

If any portion of this Resolution or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction, or if it is found in contravention of any federal or state statute or regulation, or any county ordinance, the remaining provisions of this Resolution, or the application thereof, shall not be invalidated thereby, and shall remain in full force and effect to the extent that the provisions of the Resolution are severable.

This Resolution shall be in full force and effect from now until amended or rescinded.

PASSED AND ADOPTED this 17th day of December 2024 by the following vote of the Inyo County Board of Supervisors:

AYES: -5- Supervisors Griffiths, Kingsley, Marcellin, Orrill, Roeser

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-



Matt Kingsley, Chairperson, Inyo County Board of Supervisors

Attest: Nate Greenberg
Clerk of the Board

BY: 
Darcy Ellis, Assistant Clerk of the Board