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Staff Report for a Resolution Amending the San Leandro City Employees' Association (SLCEA) Salary Schedule to Add the Classification of Emergency Services Specialist

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution to amend the salary schedule of the San Leandro City Employees' Association (SLCEA) to establish the salary for the new classification of Emergency Services Specialist.

BACKGROUND

Staff recommends that the following classification be added to the San Leandro City Employees' Association (SLCEA) salary schedule to better address the City's planning of emergency preparedness and response.

The proposed Emergency Services Specialist classification would be responsible for the coordination, planning and implementation of the City's emergency management program. This position would coordinate a variety of activities related to the collecting, analyzing, planning, and implementing of the City's emergency response systems, services, and requirements; coordinate training for staff; and provide information to community members and groups on local hazards, emergency response planning and systems.

The City has met and conferred to agreement with SLCEA regarding the above position.

Board/Commission Review and Actions

The Personnel Relations Board approved the Emergency Services Specialist classification specification at its meeting on January 21, 2016.

Fiscal Impacts

The Emergency Services Specialist classification position is set at range 70 (\$6,096-\$7,409 per month). A new position is included in the 2016-17 budget update at \$5,288 per month including benefits, for a total \$100,000 as per the program funding approved by the City Council on May 16, 2016. Any shortfall in funds available in 2016-17 will be transferred from the Police Department's operating budget to the City Manager's Office to fully fund this position.

ATTACHMENT

- Minutes of the Personnel Relations Board meeting on January 21, 2016.

Attachment to Resolution

- Salary Schedule

PREPARED BY: Emily Hung, Human Resources Manager, City Manager's Office