REGIONAL TRANSIT ISSUE PAPER

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Agenda	Board Meeting	Open/Closed	Information/Action	Issue	
Item No.	Date	Session	Item	Date	
5	10/28/13	Open	Action	10/16/13	

Page 1 of 1

Subject: Approving the District's Authorized Classifications, Positions and Salary Grades

<u>ISSUE</u>

Whether or not to approve the District's Authorized Classifications, Positions and Salary Grades.

RECOMMENDED ACTION

Adopt Resolution No. 13-10- ____, Amending Exhibit A of Resolution No. 13-10-0146, and Approving the District's Authorized Classifications, Positions and Salary Grades.

FISCAL IMPACT			
Budgeted:	no	This FY:	\$ 86,099
Budget Source:	Operating	Next FY:	\$ 137,758
Funding Source:	Operating	Annualized:	\$ 137,758
Cost Cntr/GL Acct(s) or	76 - Information Technology	Total Amount:	\$ 86,099
Capital Project #:			
Total Budget:	\$ 86,099*		
		<i>•</i> . • • • • •	

* Amount calculated is FY-2014, mid-range with all benefits using 37.50% vacancy rate.

DISCUSSION

<u>Personnel Action Summary</u>: This proposed action will result in the addition of one authorized position: Senior Information Technology Business Systems Analyst. Using the anticipated hire date of November 16, 2013, the fiscal impact for the remainder of FY-14 will be \$86,099.

Information Technology Department

The IT department recently added more complex Trapeze software technology to support RT's transit systems operations. In order to effectively support this new product and its many complex components, including transit scheduling, run cutting, trip planning, dispatch management systems, on-vehicle computer based Automated Vehicle Location (AVL) systems, security and communications systems, staff recommends that one additional Senior Information Technology Business Systems Analyst position be added to RT's authorized positions.

Fiscal impact as a result of this action is reflected above. Changes to the number of authorized positions at RT is reflected in the Authorized Positions List attached to the Resolution as Exhibit A.

Staff recommends approval of this action.

Approved:

Presented:

RESOLUTION NO. 13-10-____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 28, 2013____

AMENDING EXHIBIT A OF RESOLUTION NO. 13-10-0146 AND APPROVING THE DISTRICT'S AUTHORIZED CLASSIFICATIONS, POSITIONS AND SALARY GRADES

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, effective November 1, 2013, Resolution No. 13-10-0146 is hereby amended by deleting Exhibit A and replacing it with attached Exhibit A "Authorized Classification, Positions and Salary Grades."

PATRICK HUME, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By:

Cindy Brooks, Assistant Secretary

EXHIBIT A Effective November 1, 2013 AUTHORIZED CLASSIFICATIONS, POSITIONS, AND SALARY GRADES

Job	Classification Titles	Authorized <u>Positions</u>	<u>Grade</u>
AEA Family:			
	Accountant I	0	205
	Accountant II	0	108
	Assistant Architect	0	206
	Assistant Engineer	0	208
	Assistant Planner	2	207
	Assistant Resident Engineer	2	208
	Associate Architect	1	109
	Associate Civil Engineer	1	110
	Associate Engineer	0	109
	Associate Systems Engineer	2	110
	Engineering Analyst I	0	205
	Engineering Analyst II	0	207
	Engineering Technician	1	205
	Grants Analyst	0	206
	Human Resources Trainer	0	206
	Information Technology Business Systems Analyst	0	107
	Inspector	0	204
	Junior Engineer	0	205
	Long Range Planner	1	208
	Payroll Analyst	1	204
	Procurement Analyst I	0	205
	Procurement Analyst II	4	207
	Programmer Analyst I	0	205
	Programmer Analyst II	0	208
	Quality Assurance Specialist I	0	202
	Quality Assurance Specialist II	0	205
	Real Estate Analyst I	0	205
	Real Estate Analyst II	0	207
	Resident Engineer	0	110
	Revenue Analyst	1	207
	Schedule Analyst I	1	205
	Schedule Analyst II	2	207
	Senior Accountant	2	109
	Senior Architect	1	111
	Senior Civil Engineer	1	111
	Senior Community and Government Affairs Officer	2	108
	Senior Engineering Analyst	1	109
	Senior Engineering Technician	1	207
±/4/	Senior Grants Analyst	2	108
*(1)	Senior Information Technology Business Systems Analyst	3	109
	Senior Marketing and Communications Specialist	1	108
	Senior Planner	0	109
	Senior Procurement Analyst	3	109
	Senior Programmer Analyst	2	109

Authorized	
Positions	Grade
1	108
0	108
1	111
1	208
0	207
2	208
43	
_	Positions 1 0 1 1 0 2

MAAGEMENTS Accessible Services Administrator 1 110 Administrative Assistant II (MA & Lead Cost Conters) 1 202 Administrative Assistant II (MA & Lead Cost Conters) 1 202 Administrative Technical (Engineering and Construction 1 111 AGM of Planning and Transit System Development 1 1111 Attorney II 3 112 Chief Financial Officer 1 1111 Chief Officer 1 1112 Chief Officer 1 112 Chief Officer 1 102 Chief Officer 1 102 Chief Officer 1 112 Director, Construction Manager 0 112 Director, Construction Managerent 1 112 Director, Guiand Treck Design 1 112 Direc		Job Classification Titles	Authorized <u>Positions</u>	<u>Grade</u>
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AGM of Marketing and Communications11111AGM of Planning and Transit System Development0108Attorney II0112Chief Administrative Officer11112Chief Administrative Officer11112Chief Counsel11112Chief of Facilities and Business Support Services11111Chief Operating Officer2208Chief of Facilities and Business Support Services11112Chief Operating Officer2208Community Bus Services Superintendent01102Compliance and Quality Assurance Auditor11122Director, Cacessible Services and Customer Advocacy11122Director, Community Bus Services11122Director, Community Bus Services11122Director, Facilities11122Director, Community Bus Services11122Director, Facilities11122Director, Facilities11122Director, Facilities11122Director, Facilities11122Director, Facilities11122Director, Facilities11122Director, Planning11122Director, Comment Budget11122Director, Planning11122Director, Planning11122Director, Planning11122Director, Planning11122Director, Stety11122Direct		Administrative Technician (Employee Relations Cost Center)	1	204
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Director, Facilities1112Director, Finance and Treasury1112Director, Human Resources1112Director, Information Technology1112Director, Labor Relations1112Director, Light Rail1112Director, Light Rail1112Director, Office Management and Budget1112Director, Planning0112Director, Procurement Services1112Director, Procurement Services1112Director, Safety1112Director, Systems Design0113Director, Transportation1112EEO Administrator1110Executive Assistant2207General Manager/CEO**Human Resources Analyst II1208			1	112
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Human Resources Analyst II1208				
		-		
Labor Relations Analyst I0205				
		Labor Relations Analyst I	0	205

classification Titles	Authorized <u>Positions</u>
Labor Relations Analyst II	0
Legal Secretary	1
Maintenance Superintendent - Bus	1
Maintenance Superintendent - Light Rail	1
Maintenance Superintendent - Wayside	1
Manager, Accounting	1
Manager, Community and Governmental Affairs	0
Manager, Contracts and Disadvantaged Business Enterprise	1
Manager, Customer Service	1
	1
Manager, Enterprise Resources and Databases	
Manager, Grants	1
Manager, Marketing and Communications	1
Manager, Quality Assurance	0
Manager, Revenue	1
Materiel Management Superintendent	3
Network and End User Operations Administrator	1
Operations Training Administrator	0
Paralegal	0
Payroll Supervisor	1
Principal Planner	1
Principal Civil Engineer	0
Principal Systems Engineer	0
Purchasing and Materials Administrator	1
Quality Assurance Administrator	1
Real Estate Administrator - Acquisitions	0
Real Estate Administrator - Asset Management	1
Real Estate Administrator - Transit Oriented Development and Joint Development	0
Risk Administrator	1
Risk Analyst I	0
Risk Analyst II	1
Senior Administrative Assistant	5
Senior Attorney	2
Senior Classification and Compensation Analyst	0
Senior Financial Analyst	3
Senior Human Resources Analyst	5
Senior Labor Relations Analyst	2
Senior Paralegal	2
Senior Risk Analyst	1
Senior Schedule Analyst	0
Transportation Superintendent - Bus	3
Transportation Superintendent - Light Rail	2
Total Management and Confidential Allocations:	87
Total District-wide Salaried Allocations:	130

	Job Classification Titles	Authorized <u>Positions</u>	<u>Grade</u>
AFSCME 146 Family:	Accessible Services Eligibility Specialist	3	205
	Administrative Assistant I	0	200
	Administrative Assistant II	11	202
	Administrative Supervisor	1	***
	Administrative Technician	14	204
	Community Bus Services Dispatcher Supervisor	5	***
	Customer Advocacy Supervisor	1	***
	Customer Advocate I	2	201
	Customer Service Supervisor	1	***
	Facilities Supervisor	3	***
	Graphic Designer	2	205
	Information Technology Project Coordinator	1	109
	Information Technology Technician I	0	205
	Information Technology Technician II	2	206
	Maintenance Supervisor - Bus	8	***
	Maintenance Supervisor - Light Rail	10	***
	Maintenance Supervisor - Wayside	5	***
	Maintenance Trainer - Bus	1	***
	Maintenance Trainer - Light Rail	1	***
	Marketing and Communications Specialist	1	206
	Network Operations Engineer	1	208
	Network Operations Technician	2	205
	Operations Trainer	4	209
	Route Check Supervisor	0	***
	Route Checker	4	200
	Safety Specialist I	0	205
	Safety Specialist II	0	207
	Senior Customer Advocate	1	205
	Senior Facilities Specialist	2	109
	Senior Inspector	1	206
	Senior Safety Specialist	2	109
	Transit Officer Supervisor	1	***
	Transportation Supervisor	49	
	Total AFSCME 146 Allocations:	139	
ATU 256 Family:	Accounting Technician	1	***
	Claims Technician	1	***
	Clerk II	10	***
	Computer Technician	0	***
	Customer Service Representative II	14	***
	Customer Service Representative III	1	***
	Operators (CBS, Bus and Light Rail combined)	457	***
	Payroll Technician	1	***
	Senior Clerk	1	***
	Transit Officer	13	***
	Total ATU 254 Allocations:	499	

* Denotes Change in Classification/Count (1) Increase in Position(s)
(2) Decrease in Position(s)
** No Grade, Salary by Employment Contract
*** No Grade, Salary Stated in MOU

	Job Classification Titles	Authorized <u>Positions</u>	<u>Grade</u>
IBEW 1245 Family:	Bus Service Worker	29	***
	Electronic Mechanic	2	***
	Facilities and Grounds Worker I	2	***
	Facilities and Grounds Worker II	4	***
	Facilities Electronic Technician	1	***
	Facilities Maintenance Mechanic	16	***
	Facilities Service Worker	9	***
	Light Rail Assistant Mechanic	7	***
	Light Rail Service Worker	20	***
	Light Rail Vehicle Technician	38	***
	Lineworker I	0	***
	Lineworker II	0	***
	Lineworker III	20	***
	Mechanic A	26	***
	Mechanic A (Body/Fender)	6	***
	Mechanic A (Gasoline/Propane)	2	***
	Mechanic B	8	***
	Mechanic C	17	***
	Painter	2	***
	Rail Laborer	2	***
	Rail Maintenance Worker	8	***
	Senior Mechanic	0	***
	Senior Rail Maintenance Worker	1	***
	Storekeeper	10	***
	Upholsterer	1	***
	Total IBEW 1245 Allocations:	231	

TOTAL OVERALL AUTHORIZED ALLOCATIONS: 999

Salaried Classification Series

Note: A vacancy occurring within a salaried classification series may be filled at the same level as that vacated or at any lower level provided that only the one vacancy is filled.

Accessible Services Eligibility Specialist, Administrator Accountant I, II, Senior Administrative Assistant I, II, Technician, Senior, Supervisor Assistant Architect, Associate, Senior Assistant Planner, Service Planner, Long Range Planner, Senior, Principal Attorney I, II, III, Senior Customer Advocate I, Senior Engineering Analyst I, II, Senior Engineering Technician, Senior Grants Analyst, Senior Human Resources Analyst I, II, Senior, Administrator Information Technology Technician I, II Inspector, Senior Inspector, Assistant Resident Engineer, Resident Engineer IT Business Systems Analyst, Senior Junior Engineer, Assistant, Associate, Associate Civil, Senior, Principal Junior Engineer, Assistant, Associate, Associate Systems, Senior, Principal Labor Relations Analyst I, II, Senior Marketing and Communications Specialist, Senior Network Operations Technician, Network Operations Engineer, Network and End User Operations Administrator Network Operations Technician, Video Communications Systems Analyst, Network and End User Operations Administrator Paralegal, Senior Payroll Analyst, Supervisor Procurement Analyst I, II, Senior Programmer Analyst I, II, Senior Quality Assurance Specialist I, II, Senior, Administrator Real Estate Analyst I, II, Senior, Administrator Risk Analyst I, II, Senior, Administrator Safety Specialist I, II, Senior Schedule Analyst I, II, Senior