

REGIONAL TRANSIT ISSUE PAPER

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

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

ISSUE

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 Capital Project #:	76 - Information Technology	Total Amount:	\$	86,099
Total Budget:	\$ 86,099*			

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

DISCUSSION

Personnel Action Summary: 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:

Final 10/21/13

General Manager/CEO

Director, Human Resources

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

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

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

<u>Job Classification Titles</u>	<u>Authorized 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
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

* 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

<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
Senior Quality Assurance Specialist	1	108
Senior Real Estate Analyst	0	108
Senior Systems Engineer	1	111
Service Planner	1	208
Vehicle Equipment Maintenance Specialist	0	207
Video Communications Systems Analyst	2	208
Total General Family Allocations:		43

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(1) Increase in Position(s)
(2) Decrease in Position(s)
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*** No Grade, Salary Stated in MOU

<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
MANAGEMENT & CONFIDENTIAL FAMILY:		
Accessible Services Administrator	1	110
Administrative Assistant I <i>(GM & Legal Cost Centers)</i>	0	200
Administrative Assistant II <i>(GM & Legal Cost Centers)</i>	1	202
Administrative Technician <i>(Employee Relations Cost Center)</i>	1	204
AGM of Engineering and Construction	1	IV
AGM of Marketing and Communications	1	III
AGM of Planning and Transit System Development	1	III
Attorney I	0	108
Attorney II	0	110
Attorney III	3	112
Chief Administrative Officer	1	III
Chief Counsel	1	**
Chief Financial Officer	1	IV
Chief of Facilities and Business Support Services	1	III
Chief Operating Officer	1	V
Clerk to the Board	1	208
Community Bus Services Superintendent	0	110
Compliance and Quality Assurance Auditor	1	112
Deputy General Manager	0	VI
Director, Accessible Services and Customer Advocacy	1	112
Director, Bus Maintenance	1	112
Director, Civil and Track Design	1	113
Director, Community Bus Services	1	112
Director, Construction Management	1	112
Director, Facilities	1	112
Director, Finance and Treasury	1	112
Director, Human Resources	1	112
Director, Information Technology	1	112
Director, Labor Relations	1	112
Director, Light Rail	1	113
Director, Long Range Planning	1	112
Director, Office Management and Budget	1	112
Director, Planning	0	112
Director, Procurement Services	1	112
Director, Project Management	1	112
Director, Real Estate	0	112
Director, Safety	1	112
Director, Scheduling	1	112
Director, Systems Design	0	113
Director, Transportation	1	112
EEO Administrator	1	110
Executive Assistant	1	207
General Manager/CEO	1	**
Human Resources Administrator	1	110
Human Resources Analyst I	1	205
Human Resources Analyst II	1	208
Labor Relations Analyst I	0	205

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(1) Increase in Position(s)

(2) Decrease in Position(s)

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<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
Labor Relations Analyst II	0	208
Legal Secretary	1	204
Maintenance Superintendent - Bus	1	111
Maintenance Superintendent - Light Rail	1	111
Maintenance Superintendent - Wayside	1	111
Manager, Accounting	1	110
Manager, Community and Governmental Affairs	0	111
Manager, Contracts and Disadvantaged Business Enterprise	1	110
Manager, Customer Service	1	110
Manager, Enterprise Resources and Databases	1	111
Manager, Grants	1	110
Manager, Marketing and Communications	1	111
Manager, Quality Assurance	0	111
Manager, Revenue	1	110
Materiel Management Superintendent	3	110
Network and End User Operations Administrator	1	110
Operations Training Administrator	0	110
Paralegal	0	205
Payroll Supervisor	1	109
Principal Planner	1	110
Principal Civil Engineer	0	112
Principal Systems Engineer	0	112
Purchasing and Materials Administrator	1	110
Quality Assurance Administrator	1	110
Real Estate Administrator - Acquisitions	0	109
Real Estate Administrator - Asset Management	1	109
Real Estate Administrator - Transit Oriented Development and Joint Development	0	109
Risk Administrator	1	110
Risk Analyst I	0	204
Risk Analyst II	1	207
Senior Administrative Assistant	5	206
Senior Attorney	2	113
Senior Classification and Compensation Analyst	0	108
Senior Financial Analyst	3	108
Senior Human Resources Analyst	5	109
Senior Labor Relations Analyst	2	109
Senior Paralegal	2	207
Senior Risk Analyst	1	109
Senior Schedule Analyst	0	108
Transportation Superintendent - Bus	3	110
Transportation Superintendent - Light Rail	2	110
Total Management and Confidential Allocations:		87
Total District-wide Salaried Allocations:		130

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<u>Job Classification Titles</u>	<u>Authorized 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	

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<u>Job Classification Titles</u>	<u>Authorized 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

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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