

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
8	11/10/14	Open	Action	10/29/14

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. 14-11-____, Amending Exhibit A of Resolution No. 14-09-0098, and Approving the District's Authorized Classifications, Positions and Salary Grades.

FISCAL IMPACT

None.

DISCUSSION

Personnel Action Summary: This proposed action will result in the elimination of one vacant Video Communications Systems Analyst authorized position and the addition of one Network Operations Engineer authorized position. There is no increase to RT's overall staff count and there is no fiscal impact associated with this change.

Information Technology Department

Recently, the Information Technology department shifted its video surveillance technology from an analog system to digital technology. As a result of this shift, RT's current surveillance systems are now completely dependent upon Internet Protocol (IP) based networks and centralized computer-based storage systems. Due to the more complex nature of maintaining these IP networks, server and storage systems, the IT department reassessed its staffing needs and determined that the necessary level of technical support would be more in line with the Network Operations Engineer classification responsibilities.

Staff has reviewed its proposal and recommends eliminating one vacant Video Communications Systems Analyst position and adding one additional Network Operations Engineer position to RT's authorized positions.

There is no fiscal impact associated with this change due to the labor cost savings from the recent resignation of one Video Communications Systems Analyst incumbent. If the Board approves this action, a recruitment will be initiated to fill the additional Network Operations Engineer position, with an anticipated hire date no sooner than December 16, 2014.

Approved:

Presented:

Final 11/3/14

General Manager/CEO

Director, Human Resources

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Authorized Classifications, Positions and Salary Grades

Changes to position control described above is reflected in the Authorized Classifications, Positions and Salary Grades list, attached as Exhibit A.

Staff recommends approval of this action.

RESOLUTION NO. 14-11-_____

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

November 10, 2014

**AMENDING EXHIBIT A OF RESOLUTION NO. 14-09-0098, 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 16, 2014, Resolution No. 14-09-0098 is hereby amended
by deleting Exhibit A and replacing it with attached Exhibit A "Authorized Classifications,
Positions, and Salary Grades."

PHILLIP R. SERNA, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

EXHIBIT A
Effective November 16, 2014
AUTHORIZED CLASSIFICATIONS, POSITIONS, AND SALARY GRADES

<u>AEA Family:</u>	<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
	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
	Senior Information Technology Business Systems Analyst	3	109
	Senior Marketing and Communications Specialist	1	108
	Senior Planner	0	109
	Senior Procurement Analyst	3	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 Programmer Analyst	2	109
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
*(2) Video Communications Systems Analyst	1	208
Total General Family Allocations:	42	

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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>
<u>MANAGEMENT & CONFIDENTIAL FAMILY:</u>		
Accessible Services Administrator	1	110
Administrative Assistant I (GM, Labor Relations & Legal Cost Centers)	0	200
Administrative Assistant II (GM, Labor Relations & Legal Cost Centers)	2	202
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 Chief Counsel	1	V
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

* Denotes Change in Classification/Count

(1) Increase in Position(s)

(2) Decrease in Position(s)

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Job Classification Titles

**Authorized
Positions Grade**

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<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
Labor Relations Analyst I	1	205
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
Paralegal	0	205
Payroll Supervisor	1	109
Pension and Retiree Services Administrator	1	110
Principal Civil Engineer	1	112
Principal Planner	1	110
Principal Systems Engineer	1	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	1	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:	91	
Total District-wide Salaried Allocations:	133	

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<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
<u>AFSCME 146 Family:</u>		
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	11	***
Maintenance Supervisor - Wayside	6	***
Maintenance Trainer - Bus	1	***
Maintenance Trainer - Light Rail	1	***
Marketing and Communications Specialist	1	206
*(1) Network Operations Engineer	2	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	51	
<u>Total AFSCME 146 Allocations:</u>	144	

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<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
ATU 256 Family:		
Accounting Technician	1	***
Accounts Payable Clerk	2	***
Claims Technician	1	***
Customer Service Clerk	1	***
Customer Service Representative	14	***
Fare Prepayment Clerk	1	***
Operators (Bus, CBS and Light Rail combined)	465	***
Payroll Technician	1	***
Procurement Clerk	2	***
Reception Clerk	1	***
Revenue Clerk	3	***
Senior Clerk	1	***
Transit Fare Inspector	13	***
Treasury Clerk	1	***
Total ATU 254 Allocations:	507	
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	8	***
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	7	***
Rail Maintenance Worker	8	***
Senior Mechanic	0	***
Senior Rail Maintenance Worker	2	***
Storekeeper	10	***
Upholsterer	1	***
Total IBEW 1245 Allocations:	238	
TOTAL AUTHORIZED ALLOCATIONS:	1022	

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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