

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
6	01/23/17	Open	Action	01/18/17

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

ISSUE

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

RECOMMENDED ACTION

Adopt Resolution No. 17-01-____, Amending Exhibit A of Resolution 16-12-0149, and Approving the District's Authorized Classifications, Positions and Salary Grades, and Amending Exhibit B of Resolution No. 16-07-0089, Approving New Salary Grade Values.

FISCAL IMPACT

This will result in an expense reduction of approximately \$40,000 for the remainder of Fiscal Year 2017.

DISCUSSION

Summary: The proposed action will result in the reclassification of 6 vacant Light Rail Service Worker positions to the title of Facilities Service Worker. There is no fiscal impact as a result of this action.

The second proposed action will result in the defunding of 1 Maintenance Supervisor, funding of 1 vacant Rail Maintenance Worker and the reassignment of 2 vacant Rail Laborer positions to the title of Rail Maintenance Worker. There is no fiscal impact as a result of this action.

Operation Division Light Rail Maintenance Department

At the March 14, 2016 Board meeting, the Board approved the District hiring of 15 part-time cleaner positions within the Light Rail Maintenance Department. The positions were proposed as a demonstration agreement between RT and the International Brotherhood of Electrical Workers (IBEW). The IBEW leadership took the proposal to its membership for an approval vote, which was not approved.

In order to increase the positions that were solely dedicated to the cleaning of the light rail vehicles, the District met with the IBEW and proposed we hire 15 full-time seasonal workers for a term of 3 months between mid-June and mid-September. The 15 seasonal workers performed very well, allowing Light Rail to thoroughly clean the vehicles and maintain a standard of cleanliness that had not been possible since prior to the 2010 layoffs.

Approved:

Presented:

Final 01/18/17

General Manager/CEO

Director, Human Resources

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With the success of the Seasonal Light Rail Service Worker positions, RT determined the need for a career position to perform the duties associated with the seasonal positions. At the August 22, 2016 Board meeting, the Board authorized 6 full-time transit cleaner positions to replace the Seasonal Light Rail Service Worker positions, performing a variety of routine cleaning tasks on light rail vehicles and at light rail stations or other District owned or maintained facilities. Duties are similar to that of the current Light Rail Service Worker classification, but focus exclusively on the cleanliness and presentation of Light Rail assets. Incumbents do not have any responsibility with respect to the operation or movement of the vehicles and are not required to possess a commercial driver's license.

The IBEW and RT completed a series of meet and confer meetings to address moving the light rail cleaning duties into the existing classification of Facilities Service Worker. Subsequent meetings were held between RT and IBEW to address the movement of the seasonal workers to the new full-time Facilities Service Worker positions. Based on these meetings, the concept to create eight new Facilities Service Worker positions in the Light Rail Department was agreed upon including the details on how the transitions would occur and the order of the movement between positions.

As the current title of Light Rail Service Worker does not accurately demonstrate the duties of the current incumbents, staff has identified the need to reclassify 6 vacant Light Rail Service Worker positions to the agreed upon position of Facilities Service Worker. There is no fiscal impact associated with these changes because these positions are funded by vacant Light Rail Service Worker positions.

Wayside Department

With the pending retirement of a Maintenance Supervisor within the Wayside Department, staff has identified the need to reassign 2 vacant, funded Rail Laborer positions to that of Rail Maintenance Worker positions and fund 1 vacant Rail Maintenance Worker position previously authorized. There is no fiscal impact associated with these changes because these positions will be funded through the deauthorization of a Maintenance Supervisor position and the reassignment of 2 vacant Rail Laborer positions.

Authorized Classifications, Positions and Salary Grades and Salary Grade Values

Changes to position control described above are reflected in the Authorized Classifications, Positions and Salary Grades list (Authorized Positions List), attached to the Resolution as Exhibit A.

The District's Salary Grade Values, attached to the Resolution as Exhibit B, reflects January 1, 2017 salary range rates previously adopted with Resolution No. 11-09-0137 for the Administrative Employees Association (AEA), Resolution No. 11-06-0087 for the Management and Confidential Employees Group (MCEG), Resolution No. 14-06-0069 for the American Federation of State, County and Municipal Employees, Administrative/Technical Unit

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(AFSCME), and Resolution 15-02-0020 for the American Federation of State, County and Municipal Employees, Supervisory Unit (AFSCME) in accordance with the negotiated contract standard of World at Work. The salary ranges are adjusted by 3.0% effective January 1, 2017.

Staff recommends approval of this action.

RESOLUTION NO. 17-01-_____

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

January 23, 2017

AMENDING EXHIBIT A OF RESOLUTION NO. 16-12-0149, APPROVING THE DISTRICT'S AUTHORIZED CLASSIFICATIONS, POSITIONS AND SALARY GRADES AND AMENDING EXHIBIT B OF RESOLUTION 16-07-0089, APPROVING SALARY GRADE VALUES

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

THAT, effective January 24, 2017, Resolution No. 16-12-0149 is hereby amended by deleting Exhibit A and replacing it with attached Exhibit A "Authorized Classifications, Positions and Salary Grades".

THAT, effective January 24, 2017, Resolution No. 16-07-0089 is hereby amended by deleting Exhibit B and replacing it with attached Exhibit B "Authorized Salary Grade Values".

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

EXHIBIT A
Effective January 24, 2017
AUTHORIZED CLASSIFICATIONS, POSITIONS, AND SALARY GRADES

<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
<u>AEA Family:</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	0	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 Strategic Planner	1	109
Senior Marketing and Communications Specialist	1	108
Senior Planner	0	109
Senior Procurement Analyst	3	109
Senior Programmer Analyst	2	109
Senior Quality Assurance Specialist	1	108
Senior Real Estate Analyst	0	108

* 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 Social Media & Website Specialist	1	109
Senior Systems Engineer	1	111
Service Planner	1	208
Vehicle Equipment Maintenance Specialist	0	207
Video Communications Systems Analyst	1	208
<u>Total General Family Allocations:</u>	43	

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(1) Increase in Position(s)
(2) Decrease in Position(s)
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<u>MANAGEMENT & CONFIDENTIAL FAMILY:</u>	<u>Job Classification Titles</u>	<u>Authorized Positions</u>	<u>Grade</u>
	Accessible Services Administrator	0	110
	Administrative Assistant I (GM, Labor Relations & Legal Cost Centers)	0	200
	Administrative Assistant II (GM, Labor Relations & Legal Cost Centers)	2	202
	Attorney I	0	108
	Attorney II	0	110
	Attorney III	3	112
	Chief Counsel	1	**
	Chief Auditor	1	113
	Chief Safety Officer	1	113
	Clerk to the Board	1	208
	Community Bus Services Superintendent	0	110
	Deputy Chief Counsel	1	V
	Deputy General Manager	0	VI
	Deputy Chief Operating Officer	1	114
	Director, Accessible Services	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	0	112
	Director, Office Management and Budget	1	112
	Director, Organizational Development	0	112
	Director, Planning	1	112
	Director, Procurement Services	1	112
	Director, Project Management	1	112
	Director, Marketing, Communications and Public Information	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
	Electronic Fare Collection Systems 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	2	208
	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

* 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>
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
Pension and Retiree Services Administrator	1	110
Principal Accountability & Compliance Auditor	0	112
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
Transportation Superintendent - Police Services	1	110
Vice President, Accountability and Performance	1	III
Vice President, Administration	1	III
Vice President, Communications and Partnerships	1	III
Vice President, Finance / Chief Financial Officer	1	IV
Vice President, Security and Safety	1	IV
Vice President, Strategic Planning and System Development	1	IV
Vice President, Transit Services / Chief Operating Officer	1	V
Total Management and Confidential Allocations:	96	
Total District-wide Salaried Allocations:	139	

* 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>
<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
	Communications Infrastructure Specialist	1	207
	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	***
	*(2) Maintenance Supervisor - Wayside	5	***
	Maintenance Trainer - Bus	1	***
	Maintenance Trainer - Light Rail	1	***
	Marketing and Communications Specialist	1	206
	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	55	***
Total AFSCME 146 Allocations:		148	

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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>ATU 256 Family:</u>	Accounting Technician	1	***
	Accounts Payable Clerk	2	***
	Claims Technician	1	***
	Customer Service Clerk	1	***
	Customer Service Representative	14	***
	Transit Agent	30	***
	Fare Prepayment Clerk	1	***
	Operators (Bus, CBS and Light Rail combined)	475	***
	Payroll Technician	1	***
	Procurement Clerk	2	***
	Reception Clerk	1	***
	Revenue Clerk	3	***
	Senior Clerk	1	***
	Transit Fare Inspector	13	***
	Treasury Clerk	1	***
<u>Total ATU 254 Allocations:</u>		547	
<u>IBEW 1245 Family:</u>	Bus Service Worker	29	***
	Electronic Mechanic	3	***
	Facilities and Grounds Worker I	2	***
	Facilities and Grounds Worker II	4	***
	Facilities Electronic Technician	1	***
	Facilities Maintenance Mechanic	16	***
	*(1) Facilities Service Worker	15	***
	Journey Lineworker	0	***
	Light Rail Assistant Mechanic	8	***
	*(2) Light Rail Service Worker	16	***
	Light Rail Vehicle Technician	38	***
	Lineworker	0	***
	Lineworker Technician	20	***
	Mechanic A	26	***
	Mechanic A (Body/Fender)	7	***
	Mechanic A (Gasoline/Propane)	2	***
	Mechanic B	8	***
	Mechanic C	17	***
	Painter	1	***
	Part-Time Cleaner	15	***
	*(2) Rail Laborer	5	***
	*(1) Rail Maintenance Worker	10	***
	Senior Mechanic	0	***
	Senior Rail Maintenance Worker	2	***
	Storekeeper	10	***
	Upholsterer	1	***
<u>Total IBEW 1245 Allocations:</u>		256	
TOTAL AUTHORIZED ALLOCATIONS:		1090	

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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 Planner, Senior Strategic Planner, Principal Planner
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



EXHIBIT B
AUTHORIZED SALARY GRADE VALUES
AEA, MCEG, AFSCME Administrative / Technical
Effective January 1, 2017

<u>Grade</u>	<u>Monthly</u>		<u>Hourly</u>		<u>Annual</u>	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
106	\$4,800	\$6,721			\$57,600	\$80,652
107	\$5,280	\$7,394			\$63,360	\$88,728
108	\$5,809	\$8,134			\$69,708	\$97,608
109	\$6,391	\$8,948			\$76,692	\$107,376
110	\$7,094	\$9,930			\$85,128	\$119,160
111	\$7,944	\$11,122			\$95,328	\$133,464
112	\$8,982	\$12,572			\$107,784	\$150,864
113	\$10,237	\$14,332			\$122,844	\$171,984
114	\$11,775	\$16,482			\$141,300	\$197,784
200	\$3,419	\$4,786	\$19.72	\$27.61	\$41,028	\$57,432
201	\$3,591	\$5,024			\$43,092	\$60,288
202	\$3,769	\$5,276			\$45,228	\$63,312
203	\$3,956	\$5,539			\$47,472	\$66,468
204	\$4,195	\$5,872			\$50,340	\$70,464
205	\$4,488	\$6,283	\$25.89	\$36.25	\$53,856	\$75,396
206	\$4,847	\$6,787			\$58,164	\$81,444
207	\$5,235	\$7,326	\$30.21	\$42.27	\$62,820	\$87,912
208	\$5,654	\$7,916			\$67,848	\$94,992
209	\$6,105	\$8,548			\$73,260	\$102,576
210	\$6,594	\$9,231	\$38.05	\$53.25	\$79,128	\$110,772
211	\$7,122	\$9,969	\$41.09	\$57.52	\$85,464	\$119,628
I	\$9,236	\$12,378			\$110,832	\$148,536
II	\$9,976	\$13,369			\$119,712	\$160,428
III	\$10,874	\$14,571			\$130,488	\$174,852
IV	\$11,961	\$16,029			\$143,532	\$192,348
V	\$13,278	\$17,791			\$159,336	\$213,492
VI	\$14,736	\$19,749			\$176,832	\$236,988



**EXHIBIT B
AUTHORIZED SALARY GRADE VALUES
AFSCME Supervisors
Effective January 1, 2017**

	Monthly		Hourly		Annual	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
Exempt Classifications						
Customer Advocacy Supervisor	\$ 6,386	\$ 8,940			\$ 76,632	\$ 107,280
Customer Service Supervisor	\$ 5,804	\$ 8,126			\$ 69,648	\$ 97,512
Facilities Supervisor	\$ 6,386	\$ 8,940			\$ 76,632	\$ 107,280
Non-Exempt Classifications						
Administrative Supervisor			\$ 30.18	\$ 42.23		
Maintenance Supervisor - Bus / LR			\$ 38.01	\$ 53.20		
Maintenance Supervisor - Wayside			\$ 41.06	\$ 57.47		
Maintenance Trainer - Bus / LR			\$ 38.01	\$ 53.20		
Route Check Supervisor			\$ 25.87	\$ 36.21		
Transportation Supervisor			\$ 36.02	\$ 50.44		
Transit Officer Supervisor			\$ 34.63	\$ 48.49		
CBS/Dispatcher Supervisor			\$ 32.22	\$ 45.10		