



Legislation Text

File #: 2020-0283, Version: 1

DATE: September 10, 2020

SUBJECT:

SCHEDULE OF COMPENSATION

A) ORDINANCE ESTABLISHING A SCHEDULE OF COMPENSATION FOR ALL OFFICERS AND EMPLOYEES OF THE SAN DIEGO UNIFIED PORT DISTRICT

B) RESOLUTION AMENDING THE SAN DIEGO UNIFIED PORT DISTRICT DIRECTORY OF CLASSIFICATION SPECIFICATIONS FOR FISCAL YEAR (FY) 2020/2021

EXECUTIVE SUMMARY:

This agenda item requests the Board of Port Commissioners (Board) adopt an ordinance establishing a schedule of compensation for all officers and employees of the San Diego Unified Port District (District). In addition, this agenda item requests a resolution amending the Directory of Classification Specifications for Fiscal Year (FY) 2020/2021.

RECOMMENDATION:

A) Adopt Salary Ordinance XXXX

B) Adopt a resolution amending the San Diego Unified Port District Directory of Classification Specifications for Fiscal Year (FY) 2020/2021

FISCAL IMPACT:

This agenda item has no fiscal impact.

COMPASS STRATEGIC GOALS:

This agenda item supports the following Strategic Goal(s).

- A Port that the public understands and trusts.
- A Port with an innovative and motivated workforce.
- A financially sustainable Port that drives job creation and regional economic vitality.

DISCUSSION:

Salary Ordinance:

The San Diego Unified Port District Act (codified as *Harbors & Navigation Code*, App. I) requires that the salaries and wages of officers and employees of the District be set by the Board by ordinance

(Section 73) and that the payment of salaries and wages be made at regular periods as set by the Board by ordinance (Section 77). These requirements are addressed via the Salary Ordinance, which establishes salary and benefits for employees each salary year. The salary year runs from October 1 through September 30.

Staff has incorporated changes into the new Salary Ordinance to reflect the following:

- Provisions negotiated in the existing Memorandums of Understanding with the California Teamsters, Public, Professional & Medical Employees Union, Local 911 (Teamsters Local 911);
- Provisions negotiated in the existing Memorandum of Understanding with the San Diego Harbor Police Officers' Association (SDHPOA);
- Provisions negotiated and memorialized in Side Letters of Agreement with Teamsters Local 911 and SDHPOA to defer compensation effective October 1, 2020, pending the District's actual financial results during FY 2020/2021; and
- Minor administrative changes.

The District and both Teamsters Local 911 and SDHPOA have negotiated Side Letters of Agreement deferring compensation beginning October 1, 2020, due to the impacts of COVID-19 on the District's revenues. This compensation may be restored retroactively depending on the District's actual financial results for FY 2020/2021. Exhibits A, C, and D to the Salary Ordinance (Attachment A) specify salary ranges and steps originally negotiated in the Memorandums of Understanding with Teamsters Local 911 and SDHPOA. The deferral salary range and steps resulting from negotiations and set forth in the Side Letters of Agreement, which will take effect on October 1, 2020, are reflected in Exhibit E.

Directory of Classification Specifications:

The Directory of Classification Specifications (Directory) contains a list of all the job descriptions in the District. The Directory for FY 2020/2021 was adopted by the Board at its June 23, 2020, meeting. Subsequently, additional updates have been identified.

The following existing classifications are amended in job title:

Class Title	Class Number	Unclassified/ Classified	FLSA Exempt/ Non-Exempt	Range
Business Partner, People & Organizational Development (previously Business Partner, Organization & People Development)	B884-UE20	Unclassified	Exempt	112
Director, People & Organizational Development (previously Director, Organization & People Development)	A2048-UE20	Unclassified	Exempt	114

Class Title	Class Number	Unclassified/ Classified	FLSA Exempt/ Non-Exempt	Range
Manager, People & Organizational Development (previously Manager, Organization & People Development)	B921-UE20	Unclassified	Exempt	113

The Directory is attached to the Salary Ordinance as an exhibit, and is included in Attachment A.

A copy of the revised Classification Specifications reflecting the proposed changes is attached (Attachment B).

Board action is required to adopt a Salary Ordinance and to modify existing classifications. Staff recommends the Board adopt an ordinance establishing a schedule of compensation for all officers and employees of the District and adopt a resolution amending the San Diego Unified Port District Directory of Classification Specifications for FY 2020/2021.

General Counsel's Comments:

The Office of the General Counsel has reviewed the agenda sheet, proposed Salary Ordinance and resolutions for form and legality and approve same as to form and legality.

Environmental Review:

The proposed Board actions, including without limitation, adoption of an ordinance establishing a schedule of compensation for all officers and employees of the District and a resolution amending the District directory of classification specifications for FY 2020/2021, do not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because they do not have the potential to result in a direct or indirect physical change in the environment and are, therefore, not subject to CEQA. No further action under CEQA is required.

The proposed Board actions comply with Section 35 of the Port Act, which allow the Board to do all acts necessary and convenient for the exercise of its powers. The Port Act was enacted by the California Legislature and is consistent with the Public Trust Doctrine. Consequently, the proposed Board actions are consistent with the Public Trust Doctrine.

The proposed Board actions do not allow for "development," as defined in Section 30106 of the California Coastal Act, or "new development," pursuant to Section 1.a. of the District's Coastal Development Permit Regulations. Therefore, issuance of a Coastal Development Permit or exclusion is not required.

Equal Opportunity Program:

Not applicable.

PREPARED BY:

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Attachment(s):

Attachment A: Salary Ordinance XXXX, 2020-2021, and Directory of Classification Specifications, 2020-2021

Attachment B: Updated Classification Specifications