

RESOLUTION NO. 5879

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LA HABRA REPEALING AND REPLACING RESOLUTION
NO. 5777 PERTAINING TO A COMPENSATION PLAN FOR
EARLY HEAD START EMPLOYEES

WHEREAS, the City Council of the City of La Habra, California adopted a compensation plan in Resolution No. 5777 on November 7, 2016; and

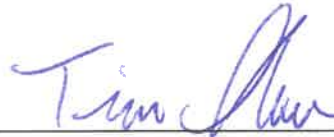
WHEREAS, the City Council desires to repeal and replace said Resolution.

NOW, THEREFORE, the City Council of the City of La Habra does hereby resolve as follows:

SALARY PLAN


Section 1. Monthly and Hourly Employees. That there hereby is established a compensation plan for those employees of the City who are or who may hereafter be employed in the Early Head Start Program. Attached is Exhibit A" indicating the salaries and classifications of these employees. Also attached is Exhibit "B" indicating the fringe benefits for these employees.

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF December, 2018.



Tim Shaw, Mayor

ATTEST:



Tamara D. Mason, MMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE)SS.
CITY OF LA HABRA)

I, Tamara D. Mason, City Clerk for the City of La Habra, do hereby certify that the above and foregoing is a true and correct copy of Resolution No. 5879 introduced and adopted at a Regular Meeting of the City Council of the City of La Habra held on the 3rd day of December, 2018, by the following roll call vote:

AYES: COUNCILMEMBERS: BEAMISH, ESPINOZA, GOMEZ, BLAZEY, SHAW
NOES: COUNCILMEMBERS: NONE
ABSTAIN: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: NONE

Witness my hand and the official seal of the City of La Habra this 3rd day of December, 2018.

Tamara D. Mason
Tamara D. Mason, MMC, City Clerk

Exhibit A

Salary Compensation and Classification for Early Head Start Employees

EARLY HEAD START PROGRAM

EFFECTIVE

1/1/2019

		START RATE	AFTER 6 MOS	MERIT + ONE YEAR				
	RANGE	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>	<u>STEP F</u>	<u>STEP G</u>
HOME EDUCATOR	X-10	13.020	13.671	14.355	15.072	15.826	16.617	17.448

Exhibit B

Early Head Start Employees

Early Head Start employees are not considered full-time employees as defined by personnel policies section 107. They are defined as part-time employees with reasonable assurance of work each year provided the job and grant funded program continues to be in existence and they continue to meet the minimum requirements of the position they hold.

Public Employee's Retirement System (PERS):

1) Retirement Formula for Miscellaneous Employees

- a) Tier 1 – (Classic) Employees hired on or before January 13, 2012 (and not "new members as defined by the Public Employees' Pension Reform Act of 2013 - PEPRA):
 - 2% @ 55 formula
 - Calculations based upon single highest year salary.
- b) Tier 2 – (Classic) Employees hired on or after January 14, 2012 (and not "new" members as defined by the Public Employees' Pension Reform Act of 2013 - PEPRA)
 - 2% @ 60 formula
 - Calculations based on highest three continuous years of average annual salary
- c) Tier 3 – (PEPRA) Employees hired on or after January 1, 2013 who are defined as "new members" under the PEPRA at Government Code section 7522.20(a).
 - 2% @ 62 formula
 - Calculations based on highest three continuous years of average annual salary

2) Contributions:

- a) For "Classic" PERS membership employees subject to the 2% @ 55 and 2% @60 formulas, the City will pay one-half of the employee's contribution (3.5%). After three (3) years of continuous service, City will pay the seven percent (7%) member contribution.
- b) PEPRA membership employees subject to the 2% @ 62 formula pay the statutorily mandated employee contribution rate of one-half of the total normal cost.

Holidays:

Employees will receive the following days as paid Holidays.

- New Year's Day
- Martin Luther King Day
- President's Day
- Memorial Day
- Independence Day

- Labor Day
- Veteran's Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Eve
- Christmas Day

Personal Leave:

Employees will receive a total of 16 hours of personal leave per fiscal year. Use of Personal Leave requires prior approval from the Child Development Manager. Personal Leave may be used in one hour increments not to exceed 16 hours. Personal days may not be carried over from year to year and must be used within the fiscal year or it is forfeited.

Sick Leave:

Early Head Start employees who work 8 hours a day will accrue 8 hours of sick leave per month, employees who work 6 hours a day will accrue 6 hours of sick leave per month. Sick leave hours may be carried over to the following fiscal year.

Health Insurance:

City shall pay \$400.00 per month for medical insurance on a use or lose basis. Employees may elect to participate in the City's medical, dental, and vision plan. The employee will pay premium costs in excess of the City's insurance contribution.

Deferred Compensation:

Employees may enroll in the City's voluntary 457 deferred compensation program with no City contribution.

Staff Reductions or Lay-Offs

Early Head Start employees, due to material changes in duties, organizations, or shortage of grant funds, shall be in accordance with procedure below:

- a) Fourteen (14) calendar days prior to the effective date of the layoffs, the appointing authority shall notify the Human Resources Director and the affected employee(s) of the intended action with reasons.
- b) Seniority within the job classification shall be observed in effecting a lay off and the order of lay off shall be in reverse order of cumulative time served in the job classification upon the effective date of the layoff.

