

Council Meeting
January 15, 2008

Honorable Mayor and Members
of the City Council
City Hall
Torrance, CA

SUBJECT: Adopt Amendment to Implement Recommended Salary Range

RECOMMENDATION:

Recommendation of the Human Resources Director that the City Council adopt a resolution amending the Memorandum of Understanding for the Torrance Professional and Supervisory Association(TPSA) to implement the proposed salary range for Emergency Services Coordinator.

FUNDING

The cost to implement the salary adjustment is \$15,000. Funds are available in the Fiscal Year 2007-08 Wage Reserve.

BACKGROUND

The position of Emergency Services Coordinator is currently vacant and there is a corresponding need to conduct the recruitment and an examination. The Emergency Services Coordinator is primarily responsible for developing, coordinating and maintaining the City's emergency preparedness, response and recovery programs. In addition, this position serves as staff to the Disaster Council and represents the City at the local, regional and state level in emergency preparedness matters. Due to the limited pool of qualified candidates who possess relevant experience and training in this area, the Police Chief requested that staff conduct a salary survey of similar positions in comparable agencies to determine if the existing salary was competitive to recruit qualified candidates.

ANALYSIS

Results of the salary survey indicate that the current pay range was not sufficient and that an adjustment was necessary to ensure the attraction of qualified candidates to the position. The existing pay range was below average for similar positions in comparable agencies.

The proposed pay range for the Emergency Services Coordinator position is \$33.54-\$40.77 per hour. The proposed range is similar to positions in comparable agencies and upon approval by your Honorable Body will be used for the upcoming recruitment process. The attached Resolution includes the proposed pay range as well as the revised ranges that incorporate the cost of living increases already negotiated to be for 2008 and 2009.

Respectfully submitted,

ELAINE M. WINER
Human Resources Director

By Melody P. Lawrence
Melody P. Lawrence
Human Resources Manager

CONCUR:

Elaine M. Winer
Elaine M. Winer
Human Resources Director

Bill Byron
Bill Byron
TPSA President

NOTED:

Mary Jordane
for LeRoy J. Jackson
City Manager

Attachments: A) Supplemental Salary Resolution

MEMORANDUM OF UNDERSTANDING

TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION

2007 - 2010

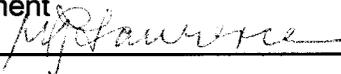
SUPPLEMENTAL # 1

A SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING SETTING FORTH THE HOURS, WAGES AND WORKING CONDITIONS FOR EMPLOYEES REPRESENTED BY THE TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION (TPSA).

An agreement of the undersigned representatives of the Torrance Professional and Supervisory Association and the representatives of the City of Torrance (City) that:

The attached Resolution is recommended to the City Council for adoption in its entirety. It covers wages, hours, and working conditions for the period of March 1, 2007 to February 28, 2010 and was reached through an agreement of the undersigned parties.

Signed this 7th day of January 2008.

Management


TPSA 

RESOLUTION NO. 2008 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE AMENDING RESOLUTION NO. 2007 – 56 SETTING FORTH CHANGES REGARDING HOURS, WAGES, AND WORKING CONDITIONS FOR EMPLOYEES REPRESENTED BY THE TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION.

The City Council of the City of Torrance does hereby amends as follows:

SECTION 1.

That Resolution No. 2007-56 is hereby amended as follows:

ARTICLE 12 – AMENDMENTS**SECTION 12.10 - AMENDMENTS TO SECTION 3.1 – PAY RANGES AND CLASS TITLES****ARTICLE 2 - COMPENSATION PROVISIONS****SECTION 3.1 – PAY RANGES AND CLASS TITLES****BASE HOURLY PAY RANGE**

~~Effective May 13, 2007~~

Effective January 15, 2008

CLASS TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Emergency Services Coordinator	29.17 33.54	30.63 35.22	32.16 36.98	33.77 38.83	35.45 40.77

Effective February 8, 2008

CLASS TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Emergency Services Coordinator	30.19 34.71	31.70 36.45	33.29 38.27	34.95 40.19	36.69 42.20

Effective February 8, 2009

CLASS TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Emergency Services Coordinator	31.25 35.92	32.81 37.73	34.46 39.61	36.17 41.60	37.97 43.68

SECTION III SEVERABILITY

If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction such decision shall not affect the validity of the remaining portions of the Resolution. The City Council hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Introduced, approved and adopted this 15th day of January 2008.

Mayor Frank Scotto

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

By _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers, CMC
City Clerk