

RESOLUTION NO. R-250796

DEC 10 1979

WHEREAS, on May 29, 1979, the Council adopted the Annual Salary Ordinance, No. 12666 (New Series), for fiscal year 1980; and

WHEREAS, Section 8 of said ordinance provides that those classified personnel who shall be eligible for and entitled to receive overtime compensation shall be approved by Council resolution after determination by the Civil Service Commission and City Manager and/or nonmanagerial department head; and

WHEREAS, the classifications now recommended to the Council have been appropriately determined to be so eligible and are submitted for Council approval; NOW, THEREFORE,

BE IT RESOLVED, by the Council of The City of San Diego, as follows:

That pursuant to the authority of Section 8 of the annual salary ordinance the classifications of personnel in the classified service of The City of San Diego eligible for premium or regular rate overtime, as set forth in Attachment A hereto, are hereby approved for such status in accordance with the terms and conditions recited therein, effective upon the passage of this resolution through June 30, 1980.

APPROVED: JOHN W. WITT, City Attorney

BY David H. Morris
David H. Morris
Deputy City Attorney

DHM:rc:332
8/15/79
Or. Dept.: Manager & Personnel

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CIVIL SERVICE COMMISSION

REPORT



PERSONNEL DEPARTMENT · SAN DIEGO, 92101

TO THE MAYOR AND COUNCIL

July 20, 1979

Subject: Overtime Eligibility of Classifications in the Classified Service

Summary:

Issue - What shall be the overtime eligibility of nine new classifications contained in the Fiscal Year 1980 Salary Ordinance?

Civil Service Commission Recommendation - Approve the joint Civil Service Commission/City Manager recommendations for overtime eligibility as contained in the attached Exhibit A.

Other Recommendations: None.

Background: The Fiscal 1980 Salary Ordinance states that the Civil Service Commission and City Manager and/or non-managerial department heads determine those employees who shall be entitled to receive overtime compensation and requires that these determinations be approved annually by a resolution of the City Council prior to being designated in the Personnel Manual. In accordance with these provisions, the Civil Service Commission is submitting to you the joint Commission/Manager recommendations for the overtime eligibility of classifications in the Classified Service for Fiscal Year 1980. In developing these recommendations, the Civil Service Commission, in cooperation with the City Manager, reviewed the City's policy regarding overtime compensation for blue collar, white collar, supervisory, and management classifications. It has been City policy to grant premium rate overtime compensation to blue collar and clerical employees and their supervisors, and to grant regular rate overtime compensation to professional classifications and their supervisors. Management classifications, on the other hand, are not eligible to receive any overtime compensation. Our review indicated that this policy is consistent with that of other major public and private employers locally and should be retained in order to assure that the City remain competitive in the local labor market and enhance the ability to retain its employees.

Exhibit A: Is a listing of nine new classes included in the Fiscal Year 1979-80 Salary Ordinance, and the recommended overtime eligibility for each of these classes, as previously determined by the Civil Service Commission. One class is recommended to be eligible for premium rate overtime as it is a blue collar supervisory class; these classes typically receive premium rate overtime. The remaining eight classes are recommended to be eligible for straight time overtime because they fall into professional or technical expert occupations whose City counterparts receive straight time for overtime worked. Approval of these determinations will assure that the City's overtime policy is uniformly and fairly applied to employees.

Overtime Eligibility
Page Two

Exhibit B: Is a listing which indicates the current overtime eligibility of existing classifications, as previously approved by the Council and continued in the 1980 Memoranda of Understanding with employee organizations. This listing has been revised to reflect classification title changes and deletions as adopted in the Fiscal Year 1980 Salary Ordinance.

Respectfully submitted,


Cruz Navarette
Personnel Director

CN:JF:bb
Attachments

00080

EXHIBIT A

NEW CLASSES

RECOMMENDED OVERTIME ELIGIBILITY

Premium Rate

Parking Meter Supervisor

Regular Rate

Council Representative II
Swimming Instructor
Librarian I
Organizational Development Supervisor
Organizational Development Specialist I
Organizational Development Specialist II
Latent Fingerprints Examiner
Police Range Supervisor

EXHIBIT B

CLASSIFIED SERVICE OVERTIME ELIGIBILITY

Regular Rate

Premium Rate

Building Inspection

Senior Building Inspector

Building Inspector II
Building Inspector I
Building Inspector Trainee II
Building Inspector Trainee I

Chemists

Senior Chemist
Associate Chemist
Assistant Chemist
Microbiologist II
Forensic Alcohol Analyst
Junior Chemist
Microbiologist I

Laboratory Technician
Laboratory Assistant

Clerical and Communications

Library Aide
Student Worker

Administrative Secretary
Principal Clerk
Dispatch Clerk II
Legal Stenographer
Council Secretary
Senior Stenographer
~~Radio-Supervisor delete~~
Dispatch Clerk I
Senior Account Clerk
Senior Clerk
Senior Typist
~~Radio-Operator delete~~
Disposal Fee Collector
Public Information Assistant
Intermediate Stenographer
Account Clerk
Bookmobile Driver
Payroll Audit Clerk
Programmed Typewriter Operator
Intermediate Clerk
Intermediate Typist
Book Repairer
Junior Stenographer
Auto Messenger
Assistant Book Repairer
Junior Clerk
Junior Typist

Public Service Career Trainee
(same as target class)

Construction and Maintenance

General Utility Supervisor
Principal Utility Supervisor

Senior Utility Supervisor
Building Services Supervisor

Regular Rate

Premium Rate

Construction and Maintenance (cont'd)

Building Supervisor
Utility Supervisor
Reservoir Keeper
Tank Service Technician II
Assistant Reservoir Keeper
Building Service Technician
Lake Ranger II
Pool Maintenance Supervisor
Tank Service Technician I
Utility Worker II
Lake Ranger I
Utility Worker I
Laborer

Custodial

Window Cleaner
Supervising Custodian
Recreation Facility Caretaker
Custodian III
Custodian II
Custodian I

Data Processing

Supervising Systems Analyst
Senior Systems Analyst
Systems Programmer III
Systems Programmer II
Associate Systems Analyst
Systems Programmer I
Assistant Systems Analyst
Systems Analyst Trainee

Supervising Data Processor
Computer Shift Supervisor
Senior Computer Operator
Computer Operator

Data Entry Supervisor
Computer Trainee
Senior Data Entry Operator
Data Entry Operator
Data Entry Trainee

Engineering

Project Officer II
Senior Civil Engineer
Senior Electrical Engineer
Senior Structural Engineer
Senior Traffic Engineer
Communications Engineer
Senior Land Surveyor
Associate Civil Engineer
Associate Electrical Engineer
Associate Mechanical Engineer
Associate Structural Engineer
Associate Traffic Engineer
Project Officer I
Associate Land Surveyor
Assistant Civil Engineer
Assistant Electrical Engineer

Senior Drafting Aide
Senior Engineering Aide
Senior Survey Aide
Drafting Aide
Junior Engineering Aide
Engineering Trainee
Student Engineer

Regular Rate

Premium Rate

Engineering (cont'd)

Assistant Mechanical Engineer
Assistant Traffic Engineer
Corrosion Engineer
Project Assistant
Assistant Land Surveyor
Junior Civil Engineer
Junior Electrical Engineer
Junior Mechanical Engineer
Principal Engineering Aide
Principal Survey Aide

Equipment Maintenance

Senior Equipment Repair Supervisor

Machinist Supervisor
Equipment Repair Supervisor
Metal Fabrication Supervisor
Plant Maintenance Supervisor
Equipment Service Writer
Machinist
Body and Fender Mechanic
Equipment Mechanic
Equipment Painter
Welder
Plant Maintenance Mechanic
Equipment Technician II
Firearms Technician
Assistant-Range-Garetaker
Airport Supervisor
Equipment Service Supervisor
Equipment Technician I
Airport Operations Assistant
Senior Motive Service Technician
Motive Service Technician
Motive Service Trainee

Equipment Operation

Principal Sanitation Supervisor

Disposal Site Supervisor
Equipment Trainer
Senior Sanitation Supervisor
Motor Sweeper Supervisor
Equipment Operator III
Sanitation Supervisor
Equipment Operator II
Motor Sweeper Operator
Sanitation Driver II
Equipment Operator I
Heavy Truck Driver II
Sanitation Driver I
Heavy Truck Driver I
Light Equipment Operator
Transportation Supervisor
Mini-Bus Driver

Regular Rate

Premium Rate

Field Contact

Supervising Litigation Investigator
Claims Representative III
Litigation Investigator
Claims Representative II
Customer Services Supervisor
Dispute Resolution Officer
Assistant Customer Services Supervisor
Council Representative I
~~Council-Representative~~

Sanitation Enforcement Supervisor
Supervising Sanitation Inspector
Claims Representative I

Safety Representative II
Sanitation Inspector
Supervising Field Representative
Safety Representative I
Parking Control Supervisor
Supervising Meter Reader
Senior Meter Reader
Field Representative
Meter Reader
Parking Controller
~~Parking-Meter-Collector delete~~
Cook

Fire

Deputy Fire Chief
Fire Battalion Chief
Fire Captain
Fire Engineer
Fire Fighter

NOTE: Premium compensation at the rate of one and one-half times the base rate shall be paid to employees in the classifications of Fire Fighter and Fire Engineer under the following conditions:

1. Effective July 1, 1978, when an employee is called back to work from a non-duty status for emergency purposes, he/she shall receive premium pay for all such call-back time worked, with a two hour minimum of compensation in each such instance. For the purpose of this section, assignments to maintain constant manning shall not constitute Emergency Call-Back and are not compensable at premium rate.
2. Effective July 1, 1978, when an employee's shift is extended beyond its normal ending time, he/she shall receive premium pay for the time of the shift extension.
3. Effective July 1, 1978, when an employee, as a result of his/her employment responsibilities, is required under subpoena to appear in court during non-duty hours, he/she shall receive premium pay for all such court time with a two hour minimum of compensation in each such instance.
 - a. When an employee, as a result of his/her employment responsibilities, is under subpoena to appear in court during his/her non-duty hours, the employee shall go to the court and stand by until called by the court and shall receive pay at a premium rate of one and one-half times the basic rate for such stand-by time, or, with the concurrence of the subpoenaing party, remain standing by at another location where he/she may be reached by the court by telephone. If an employee stands by at another location, no pay shall be received for such stand-by time.

- b. Employees eligible for premium overtime who are required, as a result of their employment responsibilities, to make court appearances during otherwise off-duty hours, shall receive compensation at the rate of time and one-half his/her regular base rate for all time actually spent in court (minimum of two hours, including pre-trial conferences required as part of the court process), excluding court recess time.

Regular Rate

Premium Rate

Graphics
 Communications Services Coordinator
 Graphics Supervisor

Graphics Illustrator
 Photographer
 Photographer's Assistant

Library
 Supervising Librarian
 Senior Librarian
 Librarian II
 Librarian
 Library-Trainee *delete*

Library Assistant

Lifeguard Service

Lifeguard Lieutenant
 Lifeguard III
 Lifeguard II (See note below)
 Lifeguard I

NOTE: Employees in the classification of Lifeguard II shall be eligible to receive premium overtime compensation at a rate of one and one-half times the base salary rate in the following circumstances:

1. In all instances when such employee is called back to duty from an off duty status for emergency purposes. A minimum of two hours pay at the premium rate shall be received by the employee for each such instance.
2. In all instances when an employee's shift is extended beyond its normal ending time, the premium rate shall be paid for the time of the shift extension, except that the first hour of such extension shall be paid at the straight time rate.

Management, Fiscal and Staff

Rate Analyst
 Supervising Administrative Analyst
 Supervising Economist
 Supervising Personnel Analyst
 Community Development Specialist III
 Community Program Specialist III
 Senior Administrative Analyst
 Social Program Specialist III
 Supervising Property Agent
 Administrative Analyst
 Administrative Assistant
 Economist
 Personnel Analyst
 Safety Officer
 Senior Property Agent

Housing Assistant Supervisor
 Housing Assistant II
 Personnel Assistant
 Housing Assistant I

Regular Rate

Premium Rate

Management, Fiscal and Staff (cont'd)

Training Officer
Assistant Facility Manager
Property Agent
Assistant Rate Analyst
Associate Administrative Analyst
Associate Economist
Associate Personnel Analyst
Community Development Specialist II
Community Program Specialist II
Noise Abatement Officer
Senior Public Information Officer
Social Program Specialist II
Transportation Officer
Purchasing Supervisor
Rehabilitation Counselor
Senior Accountant
Associate Property Agent
Senior Buyer
Assistant Administrative Analyst
Assistant Economist
Assistant Personnel Analyst
Career Guidance Counselor
Community Development Specialist I
Community Program Specialist I
Deputy Noise Abatement Officer
Social Program Specialist I
Accountant
Assistant Property Agent
Public Information Officer
Buyer
Administrative Aide II
Administrative Trainee
Junior Accountant
Junior Property Agent
Buyer Trainee
Administrative Aide I

Park Maintenance

General Park Supervisor
Cemetery Manager
Golf Course Supervisor
Park Supervisor

Greenskeeper Supervisor
Tree Maintenance Supervisor
~~Street-Trees-Supervisor~~
Gardener Supervisor
Tree Maintenance Crewleader
Tree Trimmer
Nursery Gardener
Gardener
Tree Trimmer Trainee
Groundskeeper
Nursery Trainee

00087

Regular Rate

Premium Rate

Planning

Senior Planner
Park Designer
Associate Planner
Assistant Planner
Assistant Park Designer
Junior Planner
Planning Technician III
Planning Technician II
Planning Technician I

Senior Zoning Representative
Zoning Representative
Zoning Assistant

Plant Operation

Senior Waste Water Plant Supervisor
Senior Water Plant Supervisor

Waste Water Plant Supervisor
Water Plant Operation Supervisor
Waste Water Plant Lead Operator
Water Plant Lead Operator
Waste Water Plant Operator
Water Plant Operator
Waste Water Plant Operator Trainee
Water Plant Operator Trainee

Police

Deputy Police Chief
Police Inspector
Police Captain
Supervising Criminalist
Senior Criminalist
Police Lieutenant
Criminalist
Documents Examiner
Polygraph Examiner
Police Sergeant (See note below)
Police Agent (See note below)
Assistant Criminalist
Police Officer II (See note below)
Assistant Documents Examiner
Assistant Polygraph Examiner
Police Officer I (See note below)
Documents Examiner Trainee
Polygraph Examiner Trainee
Community Service Officer

Senior Evidence Technician
Evidence Technician

NOTE: Premium compensation at the rate of one and one-half times the base rate shall be paid to employees in the classifications of Police Officer I, Police Officer II, Police Agent, and Police Sergeant under the following conditions:

1. When an employee is called back to work from a non-duty status for emergency purposes, he/she shall receive premium pay for all such call-back time worked, with a two hour minimum of compensation in each such instance.

2. When an employee is required under subpoena to appear in court during non-duty hours, he/she shall receive premium pay for all such court time with a two hour minimum of compensation in each such instance.
3. When an employee's shift is extended beyond its normal ending time, he/she shall receive premium pay for the time of the shift extension.
4. If an employee is scheduled by the Department to work on a designated City holiday, he/she shall receive pay at premium compensation for the normal shift worked and shall also receive eight hours of compensating time for the holiday. An employee scheduled to be off work on a City holiday and who is called back to work on that day shall also receive premium pay for the time worked, if otherwise eligible, and also eight hours of compensating time for the holiday.
5. When an employee, as a result of his/her employment responsibilities, is under subpoena to appear in court during his/her non-duty hours, the employee shall go to the court and stand by until called by the court and shall receive pay at a premium rate of one and one-half times the basic rate for such stand-by time, or, with the concurrence of the subpoenaing party, remain standing by at another location where he/she may be reached by the court by telephone. If an employee stands by at another location, no pay shall be received for such stand-by time.
6. Employees eligible for premium overtime who work shifts other than the day shift that are required, as a result of their employment responsibilities, to make court appearances during otherwise off-duty hours, shall be treated as follows:
 - a. The employee shall receive compensation at the rate of time and one-half his/her regular base rate for all time actually spent in court (minimum of two hours, including pre-trial conferences required as part of the court process), excluding court recess time, provided that,
 - b. if the employee makes a court appearance during the morning session and at least part of the afternoon session, after he/she has just completed working a night shift, and if the employee is scheduled to work the next succeeding night shift, the employee shall have the option of receiving time and one-half compensation for the actual court appearance time including pre-trial conference or having the succeeding scheduled night shift off as compensatory time. If an employee is scheduled off on his/her next shift following such court appearance, he/she may not exercise the second option.

Regular Rate

Printing

Premium Rate

Offset Press Supervisor
 Senior Offset Press Operator
 Layout Composer
 Offset Press Operator
 Bindery Worker II
 Bindery Worker I

Recreation

General Recreation Supervisor
 Community Services Superintendent
 District Recreation Supervisor

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Regular Rate

Premium Rate

Recreation (cont'd)

Supervising Recreation Specialist
Recreation Center Director III
Recreation Specialist
Golf Course Manager
Recreation Center Director II
~~Swimming-Pool-Supervisor~~ delete
Recreation Center Director I
Swimming Pool Manager III
Neighborhood Recreation Leader
Recreation Leader III
Swimming Pool Manager II
Recreation Leader II
Swimming Pool Manager I
Golf Starter II
Recreation Leader I
Golf Starter I
Accompanist
Recreation Aide

Skilled Trades

Senior Building Maintenance Supervisor
Electrical Maintenance Supervisor
Communications Maintenance Supervisor
~~Electronic-Maintenance-Supervisor~~
Building Maintenance Supervisor

Electrician Supervisor
Communications Technician Supervisor
~~Electronic-Technician-Supervisor~~
Plumber Supervisor
Maintenance Estimator
Carpenter Supervisor
Painter Supervisor
Electrician
Communications Technician
~~Electronic-Technician~~
Plumber
Refrigeration Mechanic
Traffic Signal Technician
Sign Painter
Roofing Supervisor
Cement Gun Operator
Plasterer
Carpenter
Cement Finisher
Painter
~~Apprentice-III~~ delete
Roofer
~~Roofing-Installer~~
Locksmith
~~Apprentice-II~~ delete
~~Apprentice-I~~ delete
Graduate Apprentice
Apprentice

Storekeeping

Stores Supervisor

Storekeeper II
Auto Parts Buyer
Inventory Control Supervisor
Storekeeper I
Stock Clerk

00090

CLASSES NOT ELIGIBLE FOR ANY OVERTIME

Airports Manager
Aquatic Superintendent
Assistant-Aquatic-Superintendent *delete*
Assistant-Division-Superintendent *delete*
Assistant-Golf-Lakes-Superintendent *delete*
Assistant to the Mayor for Urban Affairs
Assistant to the Planning Director
Budget-Services-Supervisor *delete*
Building Inspection Supervisor
Community Development Administrator
Community Development Specialist IV
Community Program Administrator
Council Committee Consultant
Data Processing Operations Supervisor
Division Superintendent
Endowment Officer
Executive-Assistant-I *delete*
Executive-Assistant-II *delete*
Facility Manager
Financial Operations Supervisor
Golf-Lakes Superintendent
Housing Inspection Supervisor
Lifeguard Captain
Personnel Services Supervisor
Principal Accountant
Principal Librarian
Principal Planner
Principal Structural Engineer
Print Shop Manager
Property Services Supervisor
Risk Manager
Senior Council Committee Consultant
Social Program Specialist IV
Software Systems and Data Base Supervisor
Special Advisor to the Police Chief
Special Transportation Superintendent
Supervising Planner
Systems Development Supervisor
Zoning Administrator

00091

Passed and adopted by the Council of The City of San Diego on _____
by the following vote:

DEC 10 1979

Councilmen	Yeas	Nays	Not Present	Ineligible
Bill Mitchell	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bill Cleator	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bill Lowery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Schnaubelt	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Gotch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Larry Stirling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lucy Killea	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON

Mayor of The City of San Diego, California.

CHARLES G. ABDELNOUR

City Clerk of The City of San Diego, California.

(Seal)

By Valerie Bloxham Deputy.

Office of the City Clerk, San Diego, California

Resolution Number R-250796 Adopted DEC 10 1979