Attachment G Respondent's Exhibit 22 Page 1 of 17

	1 RESOLUTION 2000-13
	2 RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS
	3 PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
	5 WHEREAS, it is necessary to codify the compensation and benefits granted to management
	6 and confidential employees;
	7 NOW THEREFORE, BE IT RESOLVED THAT:
	8 SECTION 1. The Mayor and Common Council hereby establish a Management and
	9 Confidential Employee Compensation and Benefits Plan which defines the wages and benefits of
1	0 those employees whose positions are a part of the Management/Confidential Group and are
1	1 represented by the San Bernardino Management/Confidential Association (Association).
1	SECTION 2. The Management/Confidential Employee Compensation and Benefits Plan
1	13 (Plan) shall be as follows:
1	4 A. Classifications
1	All Classifications listed in Resolution 6413, Sections 12 and 14 shall be covered by this
1	Plan. Attachment "A" lists those classifications as of the adoption of this resolution.
1	17 B. Compensation
1	18 1. Safety Classifications shall have their salaries determined in accordance with Charter
1	19 Section 186.
2	20 2. Effective 1/1/00, all non-safety employees will receive a 2% salary increase.
2	3. The City will award a contract and pay for a class and compensation study for all non-
2	22 safety employees. After the study is completed (target date is 5/1/00), the City agrees to discuss
2	23 implementation of the study by 9/1/00.
2	4. Annually, all non-safety management and confidential employees who have not yet
2	25 reached top step, may receive an increase ranging from 0% to 5%, based upon performance
2	evaluations, if given, completed within the previous evaluation period. The evaluation period is six
2	27 months for employees initially hired at Step 1, and twelve months between all other steps.
2	28 5. Elected officials, the Civil Service Board, Library Board and Water Board may
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.	1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.	
	4	determine whether or not to conduct evaluations in writing. Regardless of whether or not written	
	5	evaluations are given, elected officials, the Civil Service Board, Library Board and the Water Board	
	6	may give Step increases not to exceed 5%.	
	7	6. All other management and confidential employees shall be evaluated in writing.	
	8	a. Evaluation of department heads and heads of divisions within the City	
	9	Administrator's Office will be performed by the City Administrator and reviewed by	
	10	the Mayor.	
	11	b. Evaluation of other management/confidential employees will be performed	
	12	by the department head, or division head. In the case of divisions within the City	
	13	Administrator's Office, the division head will perform the evaluation of the	
6	14	management/confidential employees in that division and may be reviewed by the City	
1	15	Administrator. Evaluation forms for these employees will be provided by the Human	
	16	Resources Department.	
	17	7. Recommendations for increases shall be submitted to payroll on a form provided by	
	18	Finance at least 30 days prior to the expiration of the evaluation period.	
	19	a. Recommendations for salary advancement of a department head, or division	
	20	head within the Office of the City Administrator, shall be submitted by the City	
	21	Administrator.	
	22	b. Recommendations for salary advancement of the Civil Service Chief	
	23	Examiner shall be submitted by the Civil Service Board.	
	24	c. Recommendations for salary advancement of the City Librarian shall be	
	25	submitted by the Library Board.	
	26	d. Recommendations for salary advancement of employees of elected officials,	
	27	with the exception of the Council Office, shall be approved and submitted by the	
6	28	Elected Official.	
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	1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198,	•
-	4	e. Recommendations for salary advancement within the Council Office shall be	
	5	submitted by the Council Committee.	· ·
	6	f. Recommendations for advancement of all other management/confidential	
	7	employees shall be submitted by their respective department heads.	
	8	C. Insurance (Medical, Dental, & Vision)	
	9	The City's contribution to the Plan for each employee shall be an amount equal to the	
	10	monthly premium for the available PERS family medical plan, and city sponsored family dental and	
	11	vision plans having the highest premiums. The City's contribution will be frozen at the above	
	12	amount effective 9/1/00. Available PERS medical plans include those plans in which active	
	13	employees may enroll. This contribution may be used to purchase City sponsored medical, dental,	
	14	vision and life insurance.	
	15	D. Retired Employees Medical Insurance	
	16	The City shall contribute a maximum of \$16.00 per month per retired employee to be used	
	17	exclusively for the purchase of a PERS medical insurance benefit.	
	18	E. Long Term Disability Insurance	
	19	The City shall provide long term disability insurance for employees. Subject to the usual	
	20	provisions and exclusions of such insurance plans, the coverage shall be for 60% of salary after 60	
	21	calendar day elimination period, for a maximum period of two years. An employee shall not be	
	22	required to exhaust his or her sick leave to receive benefits.	
	23	F. Life and AD&D Insurance	
	24	The City shall provide Term Life and Accidental Death and Dismemberment Insurance of	
	25	\$50,000 for Management employees and \$25,000 for Confidential employees.	
	26	G. Department Head Allowance	
	27	A Department Head is entitled to an allowance of \$50.00 per month to cover various work	
)	28	related expenses. The allowance shall not accumulate from month to month. Sums provided	
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) 	1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
• •	4	hereunder shall be on a reimbursement basis under a system to be developed by the City
	5	Administrator.
	6	H. Uniform Allowance
	7	Police
	8	a. Once each fiscal year, each Police Safety Management member shall receive
	9	an annual uniform allowance of \$500 to be paid in a lump sum amount during the
	10	first pay period of March.
	11	b. New employees must wait until the first pay period of March to receive their
	12	annual uniform allowance.
	13	Fire
	14	a. The City shall furnish and replace as needed the following items:
	15	Four (4) work shirts;
	16	Three (3) pairs of work trousers;
	17	Safety boots or shoes
	18	I. PERS
	19	Non-safety employees:
	20	1. Any non-safety employees hired on or after January 1, 1998, the City will pay five
	21	percent (5%) of the members' contribution to PERS credited to the employee's account as a fringe
	22	benefit. Upon said employees completing five (5) years of service, the City will pay two percent
	23	(2%) additional of the members' contribution to PERS credited to the employee's account as a fringe
	24	benefit on the first pay period of the sixth year of service.
	25	2. The City agrees to implement the 2% @ 55 retirement benefit effective 6/30/2001
	26	with the City paying the increased cost for this benefit.
	27	3. City will amend the PERS contract to allow employees to buy back previous eligible
	28	time, tax deferred, after the employee contacts PERS and obtains their approval.
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• • •	1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
••	4	4. As of August 1, 1998, the City contracted with PERS to provide Section 21574,
	5	Fourth Level of 1959 Survivor Benefits. All associated costs of this benefit will be borne by the
	6	employee.
	7	Safety Employees:
	8	1. For Safety Employees, the City will pay the 9% employee contribution to PERS
	9	through December 31, 1999.
	10	2. The City agrees to pay the employer contribution for the 4th level of 1959 survivor's
	11	benefit for Fire Management Employees.
	12	3. As of January 1, 2000, the City shall increase the base salary of all employees covered
	13	by this agreement by converting the nine percent (9%) Employer Paid Member Contribution (EPMC
	14	to base salary. This base salary is "compensation earnable" as defined in Section 20636 (c) of the
1	15	California Government Code and shall be reported to the Public Employees Retirement System
	16	(PERS). Employees will then assume responsibility for payment of the nine percent (9%) employee
	17	retirement contribution to PERS and all associated costs for the conversion of the EPMC to base
	18	salary. The City shall designate such payment as an Employer Pick-Up as defined under the
	19	provisions of Section 414(h)(2) of the Internal Revenue Code (26 USC 414(h)(2)). The employed
	20	contribution to PERS shall be made through automatic payroll deductions from the base salary in
	21	accordance with PERS regulations.
	22	For purposes of determining overtime compensation and other salary payments, including
	23	but not limited to, payoff sick leave, vacation accruals, holiday accruals and comp time balances, the
	24	aforementioned nine percent (9%) base salary increase shall not be considered.
	25	J. Education Reimbursement
	26	All Safety Management members shall be entitled to receive, in addition to their regular
	27	salary and as may be appropriate, one of the levels of incentive payment as outlined below:
	28	111
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· 1 · 2	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
• . 4	Fire
5	1. As of January 1, 2000, a State Fire Officer Certification shall receive an
6	additional \$150 per month above base salary; or,
7	2. As of January 1, 2000, a State Chief Officer Certification or completion of
8	the National Fire Academy Executive Fire Officer Program shall receive an
9	additional \$250 per month above base salary.
10	Police
11	1. One Hundred dollars (\$100) additional compensation per month shall be paid
12	each member who has obtained a POST Intermediate Certificate;
13	2. One hundred fifty dollars (\$150) additional compensation per month shall be
14	paid each member who has obtained a POST Advanced Certificate;
15	3. One hundred seventy-five dollars (\$175) additional compensation per month
16	shall be paid each member who has obtained POST Supervisory Certificate;
17	4. Two hundred dollars (\$200) additional compensation per month shall be paid
18	each member who has obtained a POST Management Certificate.
19	5. Effective March 1, 2000, all certificate pays in Sections 1-4 above will be
20	increased by fifty dollars (\$50).
21	6. Effective January 1, 2001, all certificate pays in Sections 1-4 above will be
22	increased an additional fifty dollars (\$50) above the increase obtained in Section 5
23	above.
24	K. Overtime
25	Employees will receive overtime compensation in accordance with the Fair Labor Standards
26	Act (FLSA).
27	111
28	111
	SDE/ea [MgtConf.Res] 6 January 20, 2000

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	1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.	•
	• 4	L. Administrative Leave	
	5	All 40 hour/week FLSA exempt employees in lieu of monetary compensation shall be	
	6	assigned 56 hours of Administrative Leave and shift FLSA exempt employees shall be assigned 84	
	7	hours of such leave each July 1. Administrative Leave shall not be carried beyond the end of any	
	8	fiscal year and shall not be paid for at any time.	
	9	M. Acting Pay	
	10	1. The Mayor may assign an employee to discharge the duties of a higher classification	
	11	for additional compensation as provided herein, in the event of a vacancy or during the temporary	
	12	absence of an employee.	
	13	2. An employee assigned to acting duty in writing by the Mayor shall receive acting duty	
	14	pay as follows:	
	15	a. Non-safety Employees, acting in a higher position, below the level of	
	16	Department/Division Head, shall receive acting duty pay on the sixth consecutive	
	17	work day of each acting duty assignment. No acting duty pay will be paid for the	
	18	first five work days of each acting duty assignment except for an employee who has	
	19	served a twenty day demonstration period during the previous 24 months, as recorded	
	20	in the employee's official personnel and/or Civil Service record. The entire period	
	21	of the acting duty assignment at the higher classification, including the initial work	
	22	demonstration period, may not exceed 60 working days except by the mutual	
	23	agreement of the Mayor and Common Council and the employee.	
	24	b. Non-safety Employees acting as Department Head or Division Head shall be	
	25	eligible for acting duty pay on the first work day of each such assignment.	
	26	c. Safety employees' acting duty pay shall be governed by Charter Section 186.	
	27	3. Acting pay for non-safety employees shall be the first step of the salary range for the	
ļ	- 28	acting position next above the employee's regular salary, which would provide the acting employee	
		SDE/ea [MgtConf.Res] 7 January 20, 2000	
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·	1 2 3		ENT AND CONFIDEN RESCINDING RESOL	CITY OF SAN BERN TIAL EMPLOYEE CON UTION NUMBERS 89-1	IPENSATION AND	BENEFITS
• .	4	at least a 5%	salary increase.			
	5	4.	Upon any subsequent se	ervice of a non-safety empl	oyee who completed	a prior acting
	6	duty assignme	ent in the same higher acti	ing position, compensation	at the higher rate sha	all commence
	7	upon the first	date of such subsequent	service.		
	8	5.	It is not the intent of this	s subsection to provide suc	h compensation for v	acation relief
	9	or for limited	, short-term absences.			
	10	N.	Annual Physical Exam	n		
	11	An ar	inual physical examinati	on is available for all par	ticipants. The City	shall pay for
	12	medical fees f	for the physical examination	ion of said employees. Re	eimbursement to the	employee for
	13	the examinati	on shall not exceed \$175	5.00.		
•	14	0.	Deferred Compensati	0 n		
,	15	The C	ity shall execute an agree	ment with a carrier to prov	vide a deferred compo	ensation plan
	16	for all partici	pants provided the Assoc	iation concurs with the se	lection of the carrier	and the plan.
	17	Р.	Employee Assistance	Program		
	18	All pa	articipants shall be able to	o receive assistance and c	ounseling in solving	personal and
	19	emotional pro	blems through an Emplo	oyee Assistance Program a	at City expense.	
	20	Q.	Vacation Leave			
	21	1.	All Participants shall a	ccrue: Ten days of paid	vacation upon the fir	st day of the
	22	second year	of continuous full time e	employment with the City	of San Bernardino.	Thereafter,
	23	vacation shall	accrue each pay period p	rorated according to the m	umber of days or shif	ts per year in
	24	the following	chart:			
	25			40 hr/week	56 hr/week	
	26		Completed years of	Employee days	Employee shifts	
	27		Continuous Service	<u>Per Year</u>	<u>Per Year</u>	
	28		1	10	5	
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	IAL EMPLOYEE CON	RESOLUTION OF THE C NAGEMENT AND CONFIDENT AN AND RESCINDING RESOLU , AND 1999-198.	1 . 2 . 3		
7 1/2	15	5	4		
10	20	15	5		
12 ½	25	20	6		
n one (1) year.	anted if service is less th	*No vacation shall be g	7		
a maximum of two years' tota	crue and accumulate for	1. Vacation credits may a	8		
ar. Vacations or portions thereof	over basis from year to ye	umulated vacation credits on a carry	9		
ns or portions thereof of the nex	onsecutively with vacation	n any one year so accrued may run o	10		
		ceeding year.	11		
e total normal work hours in a pay	works less than 50% of the	2. In the event an employee	12		
pay period. Approved vacation	any vacation leave for suc	iod, he/she shall not be credited with	13		
ne worked for this item only.	shall be considered as t	k, holiday, and Administrative Leav	14		
service of the City, payment shal	ns or otherwise leaves the	3. When an employee resig	15		
he basis of the hourly rate of pay	portion of his vacation or	made to the employee for the earned	16		
	late of separation.	ng received by the employee on the	17		
		R. Tuition Costs	18		
sts and text books for previously	sed for selected tuition c	All participants shall be reimbu	19		
approved job related courses which will increase the value of the employee to the City, provided that					
the employee achieves a passing grade of "B" or better. The amount of reimbursement shall be the					
equivalent of tuition costs for up to six units per quarter as charged by Cal State University, San					
on a semester.	mes that amount if based	mardino, or up to one and one half t	23		
		S. Sick Leave	24		
ve or ½ shift for shift employees			25		
-		er 6 calendar months of continuous s	26		
•		rate of 8 hours per month, 4 hours	27		
e works less than fifty percent of	. In the event an employ	rs per pay period for shift employee	28		
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	1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
	4	the total normal work hours in the pay period, he/she shall not be credited with any sick leave for
	5	such pay period. Approved vacation, sick leave, holiday or administrative leave shall be considered
	6	as time worked for the purpose of computing sick leave benefits only. Whenever an employee uses
	7	all allowable sick leave, further absences may be charged against accrued vacation or with
	8	department head approval, the employee may take loss of pay rather than vacation.
	9	1. Sick leave means the absence from duty of an employee because of illness or
	10	injury, exposure to contagious disease, attendance upon a member of his/her
	11	immediate family who is seriously ill and requires the care of or attendance of an
	12	employee, or death in the immediate family of the employee. Immediate family
	13	means: husband, wife, grandmother, grandfather, mother, father, sister, brother, son
	14	or daughter, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law
	15	or daughter-in-law.
	16	2. Upon the Department Head's request, an employee must provide a physician's
	17	statement to justify a sick leave of five consecutive days or 2 ½ shifts or longer. If
	18	the department head finds with just cause that sick leave is being abused, the
	19	employee may be required to submit a physician's statement after any absence.
	20	3. No absence due to illness or injury in excess of five working days or $2\frac{1}{2}$
	21	shifts shall be approved except after the presentation of satisfactory evidence of
	22	illness or injury; namely a certificate from a practicing physician or an authorized
	23	practicing chiropractor approved by the City Administrator. The Mayor and
	24	Common Council shall have the power to require that any person claiming the sick
	25	leave benefits of this resolution be examined at any reasonable time or intervals by
	26	the City's designated physician, and in the event of an adverse report to reject such
	27	claim for sick leave, in whole or in part, and to terminate sick leave compensation.
•	28	In the event of the refusal of any person to submit to such examination after
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1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
. 4	notification, the City Administrator may terminate sick leave compensation and reject
5	any claim therefor. The City Administrator shall have the right to require the
6	presentation of a certificate from a practicing physician stating that an employee is
7	physically or psychologically able to perform his/her work and duties satisfactorily
8	before permitting an employee who has been on sick leave to return to work.
9	4. In order to receive compensation while absent on sick leave, the employee
10	shall notify his/her immediate supervisor prior to or within four hours after the time
11	set for beginning his/her daily duties, or as may be specified by the Head of his/her
12	Department.
13	5. When absence is for more than one work day, the employee may be required
14	to file a physician's certificate or a personal affidavit with the Director of Human
15	Resources stating the cause of the absence.
16	6. Whenever an employee is compensated hereunder for sick leave or injury and
17	has not had a vacation at the end of the current calendar year, he/she shall be allowed
18	to take his/her vacation in the next calendar year.
19	7. Whenever, the term "service of the City" appears herein, it shall be deemed
20	to include all service to the City of San Bernardino, the San Bernardino Board of
21	Water Commissioners and the San Bernardino Free Public Library Board.
22	8. Sick leave may be accumulated without limit and approved time off with pay
23	for sick leave shall be considered as time worked for purposes of the accrual of sick
24	leave only. Sick leave shall not accumulate during periods of leave of absence
25	without pay. The words "working day" shall mean a normal day to which an
26	employee has been assigned to work.
27	9. Unused sick leave is payable upon resignation, retirement or death, except
28	dismissal or resignation with prejudice at 50% of total accumulated hours. There is
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• . 4	no cap or service requirement.
5	T. Injury Leave
6	All non-safety employees shall be granted industrial accident and illness absence with full
7	pay for each such accident or illness for the first 7 calendar days of their disability. Effective with
8	day 8 of the necessary absence for such illness, each employee shall be authorized, upon his/her
9	written request, to utilize any balance of his/her accumulated sick leave or vacation credits to
10	augment the amount of temporary disability compensation received to the extent that the total sum
11	received will result in a payment equal to his/her regular and normal compensation. The utilization
12	of sick leave for this purpose shall end with termination of the temporary disability or when the
13	accumulated sick leave credits have been exhausted, whichever occurs first.
14	When injury is sustained in the course and scope of employment with the City by a safety
15	employee, said employee shall be compensated under the provisions of the Workers' Compensation
16	Insurance and Safety Act of California and not under the provisions of this resolution; provided that
17	he/she shall be reimbursed pursuant to the provisions of California Labor Code Section 4850 during
18	the first 365 days of disability.
19	Safety employees who are receiving payments under Labor Code Section 4850 shall accrue
20	vacation, sick leave and holiday credits during such absence from duty.
21	When any employee is off duty on injury leave and has not had a vacation at the end of the
22	current year, he shall be allowed to take his vacation in the calendar year he returns to duty.
23	When an employee sustains what he/she believes to be an industrial injury or illness, the
24	employee shall notify the supervisor immediately, or as soon as possible. The employee shall
25	prepare and submit a report of injury or illness, and the supervisor shall prepare the supervisor's
26	report, and make distribution. In the event the employee is unable to prepare the report within 24
27	hours, the supervisor or a member of the division/department staff shall prepare the required report.
28	Benefits will not be paid, until the required reports have been filed with Human Resources, and a
	SDE/ea [MgtConf.Res] 12 January 20, 2000

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2	MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.
	doctor's first report of injury or illness has been received. The employee has the right to be examined
4	and treated by a physician of their choice, within the required time, for the alleged injury or illness,
ć	as required by the California Labor Code.
	The City shall have the right to require the employee be examined by a physician designated
8	by the City, to assist in determining the length of time during which the employee will be unable to
9	perform the assigned duties, and if the disability is attributable to the injury involved.
10	Should there be a dispute between the physician selected by the City and the physician
11	selected by the employee, a third physician shall be mutually agreed upon between the employee and
12	the City to examine the employee, to assist in making necessary medical determinations.
13	U. Reasonable Suspicion Testing
14	1. Employees will participate in a reasonable suspicion testing program for drugs and
1:	alcohol, following the Reasonable Suspicion Drug/Alcohol Testing procedure described in the City
10	of San Bernardino's policy on Drugs and Alcohol Testing of Employees with Commercial Drivers
17	7 Licenses.
11	2. The Fire Management employees agree to have Fire Management employees with
19	drivers licenses of (1) Class "B" FX with "X" endorsement, (2) with Commercial Drivers licenses
20	or (3) Class "C" drivers licenses participate in reasonable suspicion drug and alcohol testing, as
2	outlined in the Fire Safety Employees' MOU.
2:	2 3. All supervisors will receive training consisting of at least six (6) hours on
2:	identification of actions, appearance or conduct which are indicative of the use of drugs or alcohol.
24	4. A Supervisor must directly observe and document the behavior on a reasonable
2:	5 suspicion checklist. Reasonable suspicion may not be based on hearsay.
20	5 V. Leave of Absence Without Pay
2'	Leave of absence without pay is a temporary non-pay status and absence from duty granted
2	at the request of the employee. Leave of absence without pay may be granted by the Mayor and
	SDE/ea [MgtConf.Res] 13 January 20, 2000

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4	Common Council for a period not to exceed 6 months, upon the positive recommendation of the	•				
5	department head and the City Administrator. Under justifiable conditions, said leave may be	1				
6	extended by the Mayor and Common Council for additional periods. Leave of absence without pay					
7	will be considered favorably if it is expected that the employee will return to duty and that at least					
8	one of the following benefits will result: increased job ability, protection or improvement of the					
9	employee's health, retention of a desirable employee, or furtherance of a program of interest to the					
10	City. Examples of or conditions for which a leave of absence without pay may be granted are:					
11	1. For an employee who is a disabled veteran requiring medical treatment;					
12	2. For an employee who is temporarily mentally or physically unable to perform					
13	his/her duties;					
14	3. For an employee who files for or assumes elected office;					
15	4. For maternity or paternity leave, upon the recommendation of the attending					
16	physician;					
17	5. For military leave when the employee has less than 1 year of service to					
18	qualify for leave with pay.					
19	An approved leave of absence without pay for less than 60 days in any calendar year will not					
20	be considered a break in service. Leave in excess of 60 days shall result in the advancement of the					
21	employee's anniversary date and compensation advancement date to such date as will account for					
22	the total period of uncompensated time off. Failure to return to duty at the expiration of the					
23	approved leave of absence without pay shall constitute an abandonment of the position pursuant to					
24	Rule 507 of the Rules of the Civil Service Board and shall be prosecuted consistently therewith.					
25	W. No Pay Status	•				
26	If an employee does not have time reported to payroll during a pay period resulting in no					
27	payroll check issued, they will be considered on no pay status. The Finance Department will bill the	1				
28	employee for both the employee and employer portions of their Insurance Benefits. This will be in					
	SDE/ea [MgtConf.Res] 14 January 20, 2000	ſ				

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Attachment G Respondent's Exhibit 22 Page 15 of 17

2000-13 **RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A** 1 MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999-2 197, AND 1999-198. , 3 effect for any and all pay periods during the time employee is no pay status. Employees can 4 voluntarily cancel insurance benefits by contacting the Human Resource Department. If an employee 5 6 chooses to cancel their health benefits they will be subject to re-enrollment pursuant to PERS 7 guidelines. In circumstances in which either the Federal Family Leave Act or the State Medical and 8 Family Leave Act apply, the City shall adhere to the requirements of the Acts. 9 Notwithstanding any other provision of this section to the contrary, the City will continue its 10 contribution for health and life insurance premiums of an employee on no pay status or leave of absence due to any injury or illness arising out of and in the course of his/her employment with the 11 12 City. 13 X. Holidays . All participants shall receive the following paid holidays: 14 15 New Year's Day January 1 16 Martin Luther King Day 3rd Monday in January 17 President's Day 3rd Monday in February 18 Memorial Day Last Monday in May 19 Independence Day July 4 20 Labor Day First Monday in September 21 Veteran's Day November 11 22 Thanksgiving 4th Thursday in November 23 Day After Thanksgiving 4th or 5th Friday in November 24 **Christmas Eve** December 24 25 **Christmas Day** December 25 26 New Year's Eve December 31 27 Two (2) Floating Holidays (16 holiday hours) 28 Holidays listed above shall be allowed on a Monday, if any such holiday falls on Sunday, and 15 SDE/ea [MgtConf.Res] January 20, 2000

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	2000–13	
1 2 3	RESOLUTION OF THE CITY OF SAN BERNARDINO ESTABLISHING A MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.	•
4	shall be allowed on the preceding Friday, if such holiday falls on a Saturday, for all employees	•
5	except those covered by other provisions herein. If the Christmas and New Year holidays occur on	
6	Mondays, these holidays and the holiday eves will be observed on Mondays and Tuesdays.	
7	At the beginning of each calendar year, the City will determine how many of the above	
8	holidays fall on a regularly scheduled day off. An employee working on a 9/80 or a 4/10 schedule	
9	will accrue the equivalent number of hours of holiday time ("holiday account") with one (1) holiday	
10	equivalent to eight (8) hours.	
11	In lieu of the above, shift employees shall accrue 6 1/2 shifts per calendar year, accrual at 6	
12	hours per pay period.	
13	Holidays earned in any 12 month period are not accumulative beyond the total number of	
14	holidays allowed each year by this pay plan.	
15	If a holiday falls on a nine - or ten - hour work day, the employee will be paid eight (8) hours	
16	holiday pay. The employee may supplement the holiday with accrued vacation, holiday account	
17	time, or no pay.	
18	If new employees elect to "draw down" from the holiday account, the hours used will be	
19	deducted from the 16 holiday account hours they receive upon the completion of six (6) months of	
20	continuous service.	
21	In the event of the employee's failure for any reason to take such holiday account hours	
22	during the term of this Resolution, the employees shall be paid for his/her holiday account balance,	
23	upon separation from the City.	
24	Y. Benefits Reopener	
25	It is intended that this plan not discriminate in favor of highly compensated employees or key	ļ
26	employees as to contributions and benefits, in compliance with the requirements of Section 89 of the	
27	Tax Reform Act of 1986. If existing non-taxable fringe benefits are found to be taxable pursuant	
28	to new law, regulations or interpretations, the City agrees to discuss implementation of alternate	
	SDE/ea [MgtConf.Res] 16 January 20, 2000	

Attachment G Respondent's Exhibit 22 Page 17 of 17

	•	2000-13						
· · · ·	1 2 3	MANAGEMENT AND CONFIDENTIAL EMPLOYEE COMPENSATION AND BENEFITS PLAN AND RESCINDING RESOLUTION NUMBERS 89-129, 97-77, 97-352, 97-357, 1999- 197, AND 1999-198.						
• •	4	forms of compensating affected employees to minimize their tax liability.						
	5	SECTION 3. Resolution Numbers 89-129, 97-77, 97-352, 97-357, 1999-197, and 1999-198						
	6	are hereby rescinded in their entirety.						
	8	joint. Common Council of the City of San Bernardino at a <u>regular</u> meeting thereof, held on the						
	9	<u>24th</u> day of <u>January</u>	_, 2000, by the f	ollowing vote,	to wit:			
	10	COUNCIL MEMBERS:	AYES	NAYS	ABSTAIN	ABSENT		
	11	ESTRADA	<u>×</u>					
	12	LIEN	<u>×</u>					
	13	MCGINNIS	<u> </u>					
-	14	SCHNETZ	<u> </u>					
2	15	SUAREZ	<u> </u>					
	16	ANDERSON	x					
	17	MILLER	X					
	18			-				
	19			Auch	el Clark			
	20			Rachel Cla	rk, City Clerk			
2	21	The foregoing Resolution	n is hereby appro	oved this 25	day of	<u>ery</u> , 2000.		
	22			1 ton	Mc O_			
	23			Gordon McG	innis	-		
24				Mayor Pro				
	25	Approved as to form and legal content:						
	26	JAMES F. PENMAN						
	27	City Attorney						
	28	By: James 7. Jerma						
		SDEJea [MgtConf.Res]	1	.7		January 20, 2000		