

**RESOLUTION TO ADOPT PLUMAS COUNTY JOB
CLASSIFICATION'S PAY SCHEDULE**

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan and Pay Schedules covering all positions in Plumas County; and

WHEREAS, during the Fiscal Year 2020/2021 needs may arise to amend the Job Classification Plan; and

WHEREAS, this is necessary in the daily operational needs of the Plumas County and according to CCR 570.5; and

WHEREAS, this request is due to the Board approved Memorandum of Understandings (MOUs) approving updated pay schedules due to COLAs specified in the MOUs for the following bargaining units:

- Confidential Unit,
- Operating Engineers Local #3 bargaining Units (General, Mid-Management & Supervisor),
- Probation & Probation Mid-Management,
- Sheriff's Department Unit and Sheriff's Mid-Management Unit.

These COLAs became effective the pay period that includes July 1, 2020; and

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

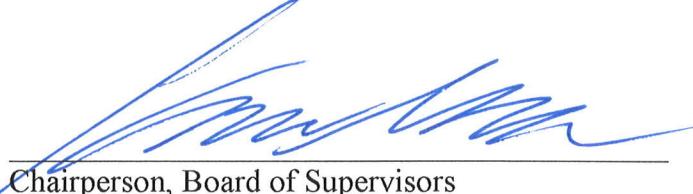
Approve the Job Classification Plan's updated Pay Schedules for Plumas County.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 14 day of July 2020 by the following vote:

AYES: SUPERVISORS SIMPSON, THRALL, ENGEL, GOSS

NOES: NONE

ABSENT: NONE



Chairperson, Board of Supervisors

ATTEST:



Clerk of the Board

Exhibit A

Job Descriptions

County of Plumas Salary Schedule for Fiscal Year 2019-2020

Effective as of 06/02/2020 per Board of Supervisors Resolution No. 2020-8484

Revised and adopted by the Board as of 06/16/2020 per Resolution No. 2020-8493

A | B | C | D | E | E | F | G | H | I | J | L | M | N | O | P | Q | R | S | T | U
| V | W |

Classifications	Range	Unit	Monthly Salary
4-H Representative (PDF)	1714	GEN	\$2,970-\$3,614

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A

Classifications	Range	Unit	Monthly Salary
Accountant (PDF)	1929	CONF	\$3,343-\$4,068
Accountant (PDF)	1803	GEN	\$3,125-\$3,802
Accountant Auditor I (PDF)	2181	CONF	\$3,780-\$4,596
Accountant Auditor II (PDF)	2403	CONF	\$4,165-\$5,064
Accounting Technician (PDF)	1722	GEN	\$2,984-\$3,631
Administrative Assistant I (PDF)	1382	GEN	\$2,495-\$2,917

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<u>Administrative Assistant I- Probation (PDF)</u>	1360	PROB	\$2,357-\$2,866
<u>Administrative Assistant II (PDF)</u>	1524	GEN	\$2,641-\$3,217
<u>Administrative Assistant II- Probation (PDF)</u>	1499	PROB	\$2,598-\$3,159
<u>Agricultural and Standards Inspector I (PDF)</u>	1907	GEN	\$3,305-\$4,023
<u>Agricultural and Standards Inspector II (PDF)</u>	2102	GEN	\$3,643-\$4,432
<u>Agricultural and Standards Inspector III (PDF)</u>	2318	GEN	\$4,017-\$4,886
<u>Agricultural and Standards Technician (PDF)</u>	1561	GEN	\$2,705-\$3,293
<u>Agricultural Commissioner - Sealer of Weights and Measures (PDF)</u>	FLAT	DEPT H	\$6,200-\$7,300
<u>Alcohol and Drug Administrator (PDF)</u>	FLAT	DEPT H	\$6,250-\$7,500
<u>Alcohol and Drug Prevention Coordinator (PDF)</u>	1816	GEN	\$3,147-\$3,830
<u>Alcohol and Drug Program Chief (PDF)</u>	2958	MID MG	\$5,127-\$6,236
<u>Alcohol and Drug Programs Clinician - Supervisor (PDF)</u>	2958	MID MG	\$5,127-\$6,236
Alcohol and Drug Therapist I *	2208	GEN	\$3,827-\$4,654
Alcohol and Drug Therapist II *	2434	GEN	\$4,218-\$5,130
<u>Alternative Sentencing Coordinator (PDF)</u>	1900	GEN	\$3,293-\$4,004
<u>Alternative Sentencing Manager (PDF)</u>	2552	MID MG	\$4,423-\$5,378
<u>Animal Control Officer I (PDF)</u>	1417	GEN	\$2,456-\$2,990
<u>Animal Control Officer II (PDF)</u>	1561	GEN	\$2,705-\$3,293
<u>Animal Control Supervisor (PDF)</u>	1772	MID MG	\$3,071-\$3,737

<u>Animal Shelter Attendant</u> <u>(PDF)</u>	1300	GEN	\$2,253-\$2,742
<u>Appraiser Assistant</u> <u>(PDF)</u>	1722	GEN	\$2,984-\$3,631
<u>Appraiser I</u> <u>(PDF)</u>	1816	GEN	\$3,147-\$3,830
<u>Appraiser II</u> <u>(PDF)</u>	2003	GEN	\$3,471-\$4,225
<u>Appraiser III</u> <u>(PDF)</u>	2208	GEN	\$3,827-\$4,654
Assessor	FLAT	ELECT	\$6,232
<u>Assessor's Officer</u> <u>Manager</u> <u>(PDF)</u>	2102	MID MG	\$3,643-\$4,432
<u>Assistant Auditor -</u> <u>Controller</u> <u>(PDF)</u>	2780	CONF	\$4,818-\$5,860
<u>Assistant Building Official</u> <u>(PDF)</u>	2958	MID MG	\$5,127-\$6,236
<u>Assistant Civil Engineer</u> <u>(PDF)</u>	2318	GEN	\$4,017-\$4,886
<u>Assistant Cook</u> <u>(PDF)</u>	1300	GEN	\$2,253-\$2,742
<u>Assistant County Assessor</u> <u>(PDF)</u>	2683	MID MG	\$4,650-\$5,655
<u>Assistant County Clerk -</u> <u>Recorder</u> <u>(PDF)</u>	2650	MID MG	\$4,593-\$5,584
<u>Assistant County Counsel</u> <u>(PDF)</u>	FLAT	CONTRACT	\$7,574
<u>Assistant Director of Child</u> <u>Support Services</u> <u>(PDF)</u>	2318	MID MG	\$4,017-\$4,886
<u>Assistant Director of</u> <u>Emergency Services</u> <u>(PDF)</u>	2273	SMU	\$3,939-\$4,792
<u>Assistant Director of Public</u> <u>Health</u> <u>(PDF)</u>	3775	MID MG	\$6,543-\$7,957
<u>Assistant Director of Public</u> <u>Works</u> <u>(PDF)</u>	3105	MID MG	\$5,382-\$6,546
<u>Assistant District Attorney</u> <u>(PDF)</u>	4450	MID MG	\$7,713-\$9,379
<u>Assistant Museum Director</u> <u>(PDF)</u>	1600	GEN	\$2,773-\$3,373
<u>Assistant Planner</u> <u>(PDF)</u>	1907	GEN	\$3,305-\$4,023
<u>Assistant Planning Director</u> <u>(PDF)</u>	2958	MID MG	\$5,127-\$6,236
<u>Assistant Program</u> <u>Manager</u> <u>(PDF)</u>	1487	SDU	\$2,577-\$3,139

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<u>Assistant Risk Manager/Occupational Safety & Health Specialist (PDF)</u>	2601	CONF	\$4,508-\$5,482
<u>Assistant Treasurer - Tax Collector (PDF)</u>	2683	MID MG	\$4,650-\$5,655
<u>Associate Engineer (PDF)</u>	2555	GEN	\$4,428-\$5,385
<u>Associate Engineer / Assistant Transportation Planner (PDF)</u>	2555	GEN	\$4,428-\$5,385
<u>Associate Planner (PDF)</u>	2318	GEN	\$4,017-\$4,886
<u>Auditor Accounting Technician (PDF)</u>	1316	GEN	\$2,281-\$2,776
<u>Auditor Accounting Clerk I (PDF)</u>	1423	GEN	\$2,466-\$3,002
<u>Auditor Accounting Clerk II (PDF)</u>	1571	GEN	\$2,723-\$3,312
<u>Auditor - Appraiser I (PDF)</u>	1722	GEN	\$2,984-\$3,631
<u>Auditor - Appraiser II (PDF)</u>	1862	GEN	\$3,227-\$3,926
<u>Auditor - Appraiser III (PDF)</u>	2053	GEN	\$3,558-\$4,328
Auditor - Controller	FLAT	ELECT	\$6,434

* For job description,
please contact the [Human Resources Department](#)

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B

Classifications	Range	Unit	Monthly Salary
<u>Behavioral Health Administrative Assistant I/II (PDF)</u>	1382/1524	GEN	\$2,395-\$2,917
			\$2,641-\$3,217
<u>Behavioral Health Administrative Services Officer (PDF)</u>	3329	MID-MG	\$5,770-\$7,016
<u>Behavioral Health Alcohol & Other Drugs Program Administrator (PDF)</u>	3641	MID-MG	\$6,311-\$7,675
<u>Behavioral Health Case</u>	2029	GEN	\$6,516-\$8,022

[Management Specialist I](#)
[\(PDF\)](#)

[Behavioral Health Case Management Specialist II](#) 2237 GEN \$3,877-\$4,716
[\(PDF\)](#)

[Behavioral Health Case Management Specialist-Senior](#) 2445 GEN \$4,238-\$5,154
[\(PDF\)](#)

[Behavioral Health Clinical Records Specialist](#) 1769 GEN \$3,066-\$3,730
[\(PDF\)](#)

[Behavioral Health Continuing Care Coordinator](#) 3329 MID-MG \$5,770-\$7,016
[\(PDF\)](#)

[Behavioral Health Director](#) FLAT DEPT H \$8,833-\$11,250
[\(PDF\)](#)

[Behavioral Health Deputy Director](#) FLAT CONTRACT \$7,800
[\(PDF\)](#)

[Behavioral Health Quality Assurance Coordinator](#) 2705 GEN \$4,688-\$5,704
[\(PDF\)](#)

[Behavioral Health Quality Improvement/Compliance Manager](#) 3641 MID-MG \$6,311-\$7,675
[\(PDF\)](#)

[Behavioral Health Site Coordinator](#) 1878 GEN \$3,255-\$3,958
[\(PDF\)](#)

[Behavioral Health Supervisor Site Coordinator](#) 2318 GEN \$4,017-\$4,886
[\(PDF\)](#)

[Behavioral Health Support Services Coordinator](#) 1680 GEN \$2,912-\$3,542
[\(PDF\)](#)

[Behavioral Health Support Services Tech I/II](#) 1487/1592 GEN \$2,577-\$3,139
[\(PDF\)](#) \$2,759-\$3,357

[Behavioral Health Systems Analyst](#) 2601 GEN \$4,508-\$5,484
[\(PDF\)](#)

[Behavioral Health Therapist I](#) 2530 GEN \$4,385-\$5,333
[\(PDF\)](#)

[Behavioral Health Therapist II](#) 2788 GEN \$4,832-\$5,877
[\(PDF\)](#)

[Behavioral Health Therapist-Senior](#) 3079 GEN \$5,336-\$6,489
[\(PDF\)](#)

[Behavioral Health Unit](#) 3329 MID-MG \$5,770-\$7,016
[\(PDF\)](#)

[Select Language](#) ▼

[Supervisor \(PDF\)](#)

[Behavioral Health Unit](#) 3329 MID-MG \$5,770-\$7,016
[Supervisor-Nursing \(PDF\)](#)

[Benefit Assistance Counselor I \(PDF\)](#) 1381 GEN \$2,393-\$2,915

[Benefit Assistance Counselor II \(PDF\)](#) 1523 GEN \$2,639-\$3,211

[Benefit Assistance Counselor III \(PDF\)](#) 1679 GEN \$2,910-\$3,541

[Benefit Assistance Supervisor \(PDF\)](#) 1907 GEN \$3,305-\$4,023

Board of Supervisors (CPI 2019) FLAT ELECT \$4,351

Board of Supervisors without PERS (CPI 2019) FLAT ELECT \$4,654

Board of Supervisors (CPI 2018) FLAT ELECT \$4,210

Board of Supervisors (CPI 2014) FLAT ELECT \$3,827

[Branch Library Assistant I \(PDF\)](#) 1300 GEN \$2,253-\$2,742

[Branch Library Assistant II \(PDF\)](#) 1433 GEN \$2,483-\$3,024

Building Director FLAT DEPT H \$7,500

[Building and Grounds Maintenance Supervisor I \(PDF\)](#) 1721 MID MG \$2,983-\$3,629

[Building and Grounds Maintenance Supervisor II \(PDF\)](#) 1863 MID MG \$3,229-\$3,927

[Building and Grounds Maintenance Technician \(PDF\)](#) 1772 GEN \$3,071-\$3,737

[Building and Grounds Maintenance Worker I \(PDF\)](#) 1348 GEN \$2,336-\$2,844

[Building and Grounds Maintenance Worker II \(PDF\)](#) 1487 GEN \$2,577-\$3,139

[Building and Grounds Maintenance Worker III \(PDF\)](#) 1639 GEN \$2,840-\$3,456

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Building Inspector I (PDF)	1955	GEN	\$3,388-\$4,121
Building Inspector II (PDF)	2263	GEN	\$3,922-\$4,771
Building Plancheck Inspector (PDF)	2433	GEN	\$4,217-\$5,128
Building Official (PDF)	3260	MID MG	\$5,650-\$6,870
Building Plans Examiner I (PDF)	2318	GEN	\$4,017-\$4,886
Building Plans Examiner II (PDF)	2555	GEN	\$4,428-\$5,385

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C

Classifications	Range	Unit	Monthly Salary
Cadastral Drafting Specialist (PDF)	2208	GEN	\$3,827-\$4,654
Chief Appraiser (PDF)	2555	MID MG	\$4,428-\$5,385
Chief Code Enforcement Officer (PDF)	2845	MID MG	\$4,931-\$5,997
Chief Deputy Auditor	2651	CONF	\$4,595-\$5,588
Chief Deputy Public Guardian - Conservator (PDF)	2445	MID MG	\$4,238-\$5,154
Chief Probation Officer (PDF)	FLAT	DEPT H	\$7,352-\$8,744
Child Support Accounting Specialist (PDF)	1907	GEN	\$3,305-\$4,023
Child Support Assistant (PDF)	1316	GEN	\$2,281-\$2,776
Child Support Specialist I (PDF)	1382	GEN	\$2,395-\$2,917
Child Support Specialist II (PDF)	1524	GEN	\$2,641-\$3,217
Child Support Specialist III (PDF)	1680	GEN	\$2,912-\$3,542
Clerk of the Board (PDF)	FLAT	CONTR	\$4,583
Code Enforcement Officer (PDF)	2456	GEN	\$4,257-\$5,177
Collections Officer I (PDF)	1907	GEN	\$3,305-\$4,023
Collections Officer II (PDF)	2102	GEN	\$3,643-\$4,432

<u>Communications Supervisor (PDF)</u>	2189	SMU	\$3,794-\$4,614
<u>Community Care Case Manager (PDF)</u>	1764	MID MG	\$3,057-\$3,721
<u>Community Care House Attendant I (PDF)</u>	1300	GEN	\$2,253-\$2,742
<u>Community Care House Attendant II (PDF)</u>	1365	GEN	\$2,366-\$2,880
<u>Community Care House Manager (PDF)</u>	1682	MID MG	\$2,915-\$3,548
<u>Community Outreach Coordinator (PDF)</u>	1816	GEN	\$3,147-\$3,830
<u>Continuing Care Coordinator (PDF)</u>	2816	MID MG	\$4,881-\$5,936
<u>Correctional Sergeant (PDF)</u>	2175	SDU	\$3,770-\$4,584
<u>Correctional Officer I (PDF)</u>	1780	SDU	\$3,085-\$3,754
<u>Correctional Officer II (PDF)</u>	1961	SDU	\$3,399-\$4,135
<u>County Administrator (PDF)</u>	FLAT	DEPT H	\$7,500-\$10,000
County Clerk - Recorder **	FLAT	ELECT	\$6,232
<u>County Counsel (PDF)</u>	FLAT	DEPT H	\$10,000-\$14,000
<u>County Fair Office Supervisor (PDF)</u>	1680	GEN	\$2,912-\$3,542
<u>County Fair Manager (PDF)</u>	FLAT	DEPT H	\$5,443
<u>County Fair Promotion Coordinator (PDF)</u>	1680	GEN	\$2,912-\$3,542
<u>County Librarian (PDF)</u>	FLAT	DEPT H	\$5,409
<u>Crime Analyst (PDF)</u>	1674	SDU	\$2,901-\$3,529
<u>Custodian (PDF)</u>	1300	GEN	\$2,253-\$2,742

** Salary is without stipend.

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D

Classifications	Range	Unit	Monthly Salary
<u>Department Fiscal Officer I (PDF)</u>	2102	MID MG	\$3,643-\$4,432
<u>Department Fiscal Officer I-Probation (PDF)</u>	2071	PROB MID-MG	\$3,589-\$4,366
<u>Department Fiscal Officer II (PDF)</u>	2318	MID MG	\$4,017-\$4,886
<u>Department Fiscal Officer II-Probation (PDF)</u>	2282	PROB MID-MG	\$3,955-\$4,811
<u>Deputy Child Support Attorney I (PDF)</u>	2616	GEN	\$4,534-\$5,515
<u>Deputy Child Support Attorney II (PDF)</u>	2887	GEN	\$5,004-\$6,087
<u>Deputy Clerk - Recorder I (PDF)</u>	1500	GEN	\$2,600-\$3,165
<u>Deputy Clerk - Recorder II (PDF)</u>	1650	GEN	\$2,860-\$3,482
<u>Deputy County Counsel I (PDF)</u>	3197	CONF	\$5,541-\$6,737
<u>Deputy County Counsel II (PDF)</u>	3359	CONF	\$5,822-\$7,078
<u>Deputy County Counsel III (PDF)</u>	3889	CONF	\$6,740-\$8,198
<u>Deputy Director of Public Works (PDF)</u>	2816	MID MG	\$4,881-\$5,936
<u>Deputy Director / Social Services Program Manager (PDF)</u>	3402	MID MG	\$5,896-\$7,170
<u>Deputy District Attorney I (PDF)</u>	3161	GEN	\$5,479-\$6,664
<u>Deputy District Attorney II (PDF)</u>	3319	GEN	\$5,752-\$6,995
<u>Deputy District Attorney III (PDF)</u>	3843	GEN	\$6,661-\$8,099
<u>Deputy Probation Officer I (PDF)</u>	1780	PROB	\$3,085-\$3,754
<u>Deputy Probation Officer II (PDF)</u>	1926	PROB	\$3,338-\$4,062
<u>Deputy Probation Officer III (PDF)</u>	2123	PROB	\$3,679-\$4,477
<u>Deputy Public Guardian - (PDF)</u>	1316	GEN	\$2,281-\$2,776

Conservator I (PDF)

Deputy Public Guardian - Conservator II (PDF) 1450 GEN \$2,513-\$3,057

Deputy Sheriff I (PDF) 2018 SDU \$3,497-\$4,253

Deputy Sheriff II (PDF) 2223 SDU \$3,853-\$4,686

Deputy Sheriff II (Intermediate) 2290 SDU \$3,969-\$4,829

Deputy Sheriff II (Advanced) 2340 SDU \$4,056-\$4,931

Deputy Sheriff II/Communications 2757 SDU \$4,778-\$5,810

Equipment Coordinator (PDF)

Detention Coordinator (PDF) 1881 PROB \$3,260-\$3,965

Director of Building Services (PDF) FLAT DEPT H \$7,501

Director of Child Support Services (PDF) FLAT DEPT H \$5,976

Director of Facility Services (PDF) FLAT DEPT H \$6,832

Director of Information Technology (PDF) 3464 DEPT H \$6,004-\$7,298

Director of Nursing-Public Health (PDF) 3954 MID MG \$6,853-\$8,332

Director of Public Health (PDF) FLAT DEPT H \$8,904

Director of Public Works ** (PDF) FLAT DEPT H \$9,041

Director of Senior Services (PDF) 2155 MID MG \$3,735-\$4,543

District Attorney FLAT ELECT \$8,394

District Attorney Administrator - Assistant Public Administrator (PDF) 2102 GEN \$3,643-\$4,432

District Attorney Investigator (PDF) 2264 GEN \$3,924-\$4,773

District Attorney Investigative Assistant (PDF) 1958 GEN \$3,393-\$4,127

District Attorney 2444 GEN \$4,236-\$5,153

[Investigations Specialist](#)
[\(PDF\)](#)

<u>Division Director of Environmental Health</u> <u>(PDF)</u>	3423	MID MG	\$5,933-\$7,215
<u>Division Director Veterans Services Officer</u> <u>(PDF)</u>	2318	MID MG	\$4,017-\$4,886
<u>Drinking Driver Program Coordinator</u> <u>(PDF)</u>	1816	GEN	\$3,147-\$3,830
<u>Driver I</u> <u>(PDF)</u>	1348	GEN	\$2,336-\$2,844
<u>Driver II</u> <u>(PDF)</u>	1417	GEN	\$2,456-\$2,990
<u>Driver III</u> <u>(PDF)</u>	1487	GEN	\$2,577-\$3,139

** Salary is without
stipend.

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E

Classifications	Range	Unit	Monthly Salary
<u>Elections Coordinator</u> <u>(PDF)</u>	2396	GEN	\$4,153-\$5,054
<u>Elections Services Assistant I</u> <u>(PDF)</u>	1500	GEN	\$2,600-\$3,165
<u>Elections Services Assistant II</u> <u>(PDF)</u>	1650	GEN	\$2,860-\$3,482
<u>Elections Specialist</u> <u>(PDF)</u>	1600	GEN	\$2,773-\$3,373
<u>Eligibility Specialist I</u> <u>(PDF)</u>	1467	GEN	\$2,542-\$3,094
<u>Eligibility Specialist II</u> <u>(PDF)</u>	1613	GEN	\$2,795-\$3,400
<u>Eligibility Specialist III</u> <u>(PDF)</u>	1799	GEN	\$3,118-\$3,794
<u>Eligibility Supervisor</u> <u>(PDF)</u>	2102	MID MG	\$3,643-\$4,432
Emergency Management and Environmental Health Director	3200	DEPT H	\$5,546-\$8,612
Emergency Services Director ***	2498	DEPT H	Part Time
<u>Employment and Training Supervisor</u> <u>(PDF)</u>	2611	MID MG	\$4,525-\$5,505
<u>Employment and Training</u>	1758	GEN	\$6,047-\$8,765 ▼

Worker I (PDF)

Employment and Training 1937 GEN \$3,357-\$4,083
Worker II (PDF)

Employment and Training 2135 GEN \$3,700-\$4,501
Worker III (PDF)

Engineering Aide (PDF) 1300 GEN \$2,253-\$2,742

Engineering Technician I (PDF) 1765 GEN \$3,059-\$3,723

Engineering Technician II (PDF) 1907 GEN \$3,305-\$4,023

Environmental Health Aide (PDF) 1680 GEN \$2,912-\$3,542

Environmental Health Director (PDF) 3269 Dept H \$5,666-\$8,800

Environmental Health Specialist I (PDF) 2361 GEN \$4,092-\$4,978

Environmental Health Specialist II (PDF) 2605 GEN \$4,515-\$5,491

Environmental Health Specialist III (PDF) 2866 GEN \$4,967-\$6,042

Environmental Health Technician I (PDF) 1680 GEN \$2,912-\$3,542

Environmental Health Technician II (PDF) 1816 GEN \$3,147-\$3,830

Equipment Maintenance Supervisor (PDF) 2318 MID MG \$4,017-\$4,886

Equipment Service Worker (PDF) 1450 C and T \$2,513-\$3,058

Executive Assistant (PDF) 1774 CONF \$3,074-\$3,740

Executive Assistant - Planning (PDF) 1600 GEN \$2,773-\$3,373

*** Position is part time.

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F

Classifications	Range	Unit	Monthly Salary
<u>Fair Fiscal Coordinator I (PDF)</u>	2102	GEN	\$3,643-\$4,432
<u>Fair Fiscal Coordinator II</u>	2318	GEN	\$4,017-\$4,886

(PDF)[Family Violence Officer](#) 1817 GEN \$3,149-\$3,832(PDF)[Field Services Assistant](#) 1524 GEN \$2,641-\$3,217(PDF)[Fiscal Support Coordinator](#) 1841 MID MG \$3,191-\$3,882(PDF)

Fiscal Support Coordinator 1817 CONF \$3,149-\$3,832

[Fiscal and Technical Services Assistant I](#) (PDF) 1300 GEN \$2,253-\$2,742[Fiscal and Technical Services Assistant II](#) (PDF) 1381 GEN \$2,393-\$2,915[Fiscal and Technical Services Assistant III](#) (PDF) 1523 GEN \$2,639-\$3,211(Return to top)**G****Classifications** **Range** **Unit** **Monthly Salary**[Geographic Information System Planner I](#) (PDF) 2155 GEN \$3,735-\$4,543[Geographic Information System Planner II](#) (PDF) 2318 GEN \$4,017-\$4,886[Geographic Information System Coordinator](#) (PDF) 2683 MID MG \$4,650-\$5,655[Grant Compliance Assistant](#) (PDF) 1450 GEN \$2,513-\$3,057[Grant Compliance Officer](#) (PDF) 1816 MID MG \$3,147-\$3,830[Green Waste Attendant](#) (PDF) 1348 GEN \$2,336-\$2,844(Return to top)**H****Classifications** **Range** **Unit** **Monthly Salary**[Hazardous Materials Specialist I](#) (PDF) 2361 GEN \$4,092-\$4,978[Hazardous Materials Specialist II](#) (PDF) 2605 GEN \$4,515-\$5,491Select Language ▼

<u>Hazardous Materials Specialist III (PDF)</u>	2866	GEN	\$4,967-\$6,042
<u>Head Cook (PDF)</u>	1365	GEN	\$2,366-\$2,880
<u>Health Aide I (PDF)</u>	1300	GEN	\$2,253-\$2,742
<u>Health Aide II (PDF)</u>	1365	GEN	\$2,366-\$2,880
<u>Health Education Coordinator I (PDF)</u>	2318	GEN	\$4,017-\$4,886
<u>Health Education Coordinator II (PDF)</u>	2555	MID MG	\$4,428-\$5,385
<u>Health Education Specialist (PDF)</u>	2102	GEN	\$3,643-\$4,432
<u>HIV Specialty Clinic Therapist (PDF)</u>	2434	GEN	\$4,218-\$5,130
<u>Human Resources Analyst I (PDF)</u>	2180	CONF	\$3,778-\$4,595
<u>Human Resources Analyst II (PDF)</u>	2403	CONF	\$4,165-\$5,064
<u>Human Resources Director (PDF)</u>	FLAT	DEPT H	\$6,048-\$7,754
<u>Human Resources Payroll Specialist I (PDF)</u>	2103	CONF	\$3,645-\$4,435
<u>Human Resources Payroll Specialist II (PDF)</u>	2319	CONF	\$4,019-\$4,889
<u>Human Resources Technician I (PDF)</u>	1689	CONF	\$2,927-\$3,560
<u>Human Resources Technician II (PDF)</u>	1863	CONF	\$3,229-\$3,926
<u>Human Resources Technician III (PDF)</u>	1976	CONF	\$3,425-\$4,165

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I

Classifications	Range	Unit	Monthly Salary
<u>Information Systems Technician (PDF)</u>	2170	GEN	\$3,761-\$4,574

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J

Classifications	Range	Unit	Monthly Salary
<u>Select Language</u>			▼

[Jail Commander \(PDF\)](#) 3134 SMU \$5,432-\$6,605

[Junior Engineer \(PDF\)](#) 2102 GEN \$3,643-\$4,432

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L

Classifications	Range	Unit	Monthly Salary
Law Librarian (PDF)	1449	GEN	\$2,511-\$3,055
Lead Community Care House Attendant (PDF)	1452	GEN	\$2,516-\$3,064
Lead Deputy Clerk - Recorder (PDF)	2061	GEN	\$3,572-\$4,348
Lead Fiscal and Technical Services Assistant (PDF)	1611	CONF	\$2,792-\$3,397
Lead Power Equipment Mechanic (PDF)	2004	C and T	\$3,474-\$4,228
Lead Residential Care Facility Attendant-Sierra House (PDF)	1873	GEN	\$3,246-\$3,950
Legal Secretary - Trainee (PDF)	1689	GEN	\$2,927-\$3,562
Legal Secretary (PDF)	1863	GEN	\$3,229-\$3,927
Legal Secretary - Senior (PDF)	1976	GEN	\$3,425-\$4,165
Legal Services Assistant I (PDF)	1316	GEN	\$2,281-\$2,776
Legal Services Assistant I- Probation (PDF)	1300	PROB	\$2,253-\$2,742
Legal Services Assistant II (PDF)	1450	GEN	\$2,513-\$3,057
Legal Services Assistant II- Probation (PDF)	1433	PROB	\$2,483-\$3,024
Librarian (PDF)	2091	GEN	\$3,624-\$4,409
Library Aide (PDF)	1300	GEN	\$2,253-\$2,742
Library Literacy Clerk (PDF)	1300	GEN	\$2,253-\$2,742
Library Literacy Program Assistant I (PDF)	1300	GEN	\$2,253-\$2,742
Library Literacy Program Assistant II (PDF)	1365	GEN	\$2,366-\$2,880

[Select Language](#) ▼

<u>Library Literacy Program Coordinator (PDF)</u>	1524	MID MG	\$2,641-\$3,217
<u>Library Technician (PDF)</u>	1349	GEN	\$2,338-\$2,846
<u>Licensed Vocational Nurse I-Behavioral Health (PDF)</u>	2009	GEN	\$3,482-\$4,236
<u>Licensed Vocational Nurse II-Behavioral Health (PDF)</u>	2109	GEN	\$3,655-\$4,447
<u>Licensed Vocational Nurse I - Public Health (PDF)</u>	2009	GEN	\$3,482-\$4,236
<u>Licensed Vocational Nurse II-Public Health (PDF)</u>	2109	GEN	\$3,655-\$4,447

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M

Classifications	Range	Unit	Monthly Salary
<u>Management Analyst I</u>	2180	CONF	\$3,778-\$4,595
<u>Management Analyst II</u>	2403	CONF	\$4,165-\$5,064
<u>Management Analyst I (PDF)</u>	2102	GEN	\$3,643-\$4,432
<u>Management Analyst II (PDF)</u>	2338	GEN	\$4,052-\$4,927
<u>Management Analyst I - Probation (PDF)</u>	2102	PROB	\$3,643-\$4,432
<u>Management Analyst II - Probation (PDF)</u>	2338	PROB	\$4,052-\$4,927
<u>Mechanic/Shop Technician (PDF)</u>	1816	C and T	\$3,148-\$3,831
<u>Mental Health Children's Services Coordinator (PDF)</u>	2889	MID MG	\$5,007-\$6,090
<u>Mental Health Deputy Director (PDF)</u>	3551	MID MG	\$6,155-\$7,484
Mental Health Director	FLAT	DEPT H	\$7,129
<u>Mental Health Program Chief (PDF)</u>	2958	MID MG	\$5,127-\$6,236
<u>Mental Health Services Act Coordinator (PDF)</u>	2889	MID MG	\$5,007-\$6,090
<u>Mentoring Coordinator (PDF)</u>	1300	GEN	\$2,253-\$2,742

[Select Language](#)

Museum Director (PDF)	2159	DEPT H	\$3,742-\$4,548
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Museum Registrar (PDF)	1450	GEN	\$2,513-\$3,057
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N

Classifications	Range	Unit	Monthly Salary
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Natural Resource Analyst (PDF)	2053	GEN	\$3,558-\$4,328
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Nurse Practitioner (PDF)	4624	GEN	\$8,014-\$9,744
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O

Classifications	Range	Unit	Monthly Salary
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Office Assistant I (PDF)	1353	GEN	\$2,345-\$2,854
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Office Assistant I-Probation (PDF)	1300	PROB	\$2,253-\$2,742
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Office Assistant II (PDF)	1420	GEN	\$2,461-\$2,995
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Office Assistant II-Probation (PDF)	1365	PROB	\$2,366-\$2,880
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Office Assistant III (PDF)	1566	GEN	\$2,714-\$3,303
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Office Assistant III-Probation (PDF)	1505	PROB	\$2,608-\$3,177
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Office Automation Analyst (PDF)	2207	GEN	\$3,825-\$4,652
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Office Automation Specialist (PDF)	1817	GEN	\$3,149-\$3,832
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Office Supervisor (PDF)	1873	MID MG	\$3,246-\$3,950
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P

Classifications	Range	Unit	Monthly Salary
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Paralegal I (PDF)	1689	CONF	\$2,927-\$3,560
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Paralegal I	1600	GEN	\$2,773-\$3,373
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Paralegal II (PDF)	1863	CONF	\$3,229-\$3,926
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Paralegal II	1764	GEN	\$3,057-\$3,721
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Paralegal III	1907	GEN	\$3,305-\$4,023
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Paralegal III (PDF)	2055	CONF	\$3,562-\$4,023
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Payroll Specialist I (PDF)	2103	CONF	\$3,645-\$4,435
Payroll Specialist II (PDF)	2319	CONF	\$4,019-\$4,889
Perinatal Specialist (PDF)	2434	MID MG	\$4,218-\$5,130
Permit Manager (PDF)	2102	MID MG	\$3,643-\$4,432
Permit Technician (PDF)	1639	GEN	\$2,840-\$3,456
Physician Assistant (PDF)	4624	GEN	\$8,014-\$9,744
Planning Director (PDF)	4327-4543	DEPT H	\$7,500-\$9,576
Planning Technician (PDF)	1772	GEN	\$3,071-\$3,737
Power Equipment Mechanic I (PDF)	1680	C and T	\$2,912-\$3,543
Power Equipment Mechanic II (PDF)	1816	C and T	\$3,148-\$3,831
Prevention Aide (PDF)	1300	GEN	\$2,253-\$2,742
Principal Staff Services Analyst (PDF)	2494	MID MG	\$4,322-\$5,257
Probation Assistant (PDF)	1499	PROB	\$2,598-\$3,159
Probation Program Coordinator - Administrative Assistant (PDF)	1870	PROB	\$3,241-\$3,945
Probation Report Writer (PDF)	1787	PROB	\$3,097-\$3,768
Program Chief - Nursing (PDF)	2958	MID MG	\$5,127-\$6,236
Program Manager I (PDF)	3079	MID MG	\$5,336-\$6,489
Program Manager II (PDF)	3233	MID MG	\$5,603-\$6,815
Program Training and Compliance Analyst (PDF)	1907	GEN	\$3,305-\$4,023
Programmer Analyst (PDF)	2208	GEN	\$3,827-\$4,654
Project Manager (PDF)	2683	GEN	\$4,650-\$5,655
Property Tax Technician (PDF)	1316	GEN	\$2,281-\$2,776
Property Tax Specialist I (PDF)	1423	GEN	\$2,466-\$3,002
Property Tax Specialist II (PDF)	1571	GEN	\$2,723-\$3,312
Psychiatric Medical Director (PDF)	FLAT	CONTRACT	

<u>Psychiatric Nurse I - Behavioral Health (PDF)</u>	2601	GEN	\$4,508-\$5,484
<u>Psychiatric Nurse II - Behavioral Health (PDF)</u>	2913	GEN	\$5,049-\$6,139
<u>Psychiatric Technician (PDF)</u>	1816	GEN	\$3,147-\$3,830
<u>Public Health Administrative Services Officer (PDF)</u>	3329	MID MG	\$5,770-\$7,016
<u>Public Health Nurse I (PDF)</u>	2601	GEN	\$4,508-\$5,484
<u>Public Health Nurse II (PDF)</u>	2913	GEN	\$5,049-\$6,139
<u>Public Health Nurse III (PDF)</u>	3225	GEN	\$5,590-\$6,798
<u>Public Health Program Division Chief (PDF)</u>	2815	MID MG	\$4,879-\$5,933
<u>Public Works Fiscal Officer/Administrative Service Manager (PDF)</u>	2668	MID MG	\$4,624-\$5,626
<u>Public Works Maintenance Lead Worker (PDF)</u>	1764	C and T	\$3,058-\$3,721
<u>Public Works Maintenance Supervisor (PDF)</u>	2004	MID MG	\$3,474-\$4,228
<u>Public Works Maintenance Worker I (PDF)</u>	1348	C and T	\$2,337-\$2,844
<u>Public Works Maintenance Worker II (PDF)</u>	1487	C and T	\$2,577-\$3,139
<u>Public Works Maintenance Worker III (PDF)</u>	1639	C and T	\$2,841-\$3,456
<u>Public Works Senior Environmental Planner (PDF)</u>	2555	GEN	\$4,428-\$5,385

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Q

Classifications	Range	Unit	Monthly Salary
<u>Quality Assurance Coordinator (PDF)</u>	2434	GEN	\$4,218-\$5,130

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R

Classifications	Range	Unit	Monthly Salary
<u>Records Management Coordinator (PDF)</u>	1817	MID MG	\$3,149-\$3,832
<u>Records Management Technician I (PDF)</u>	1316	GEN	\$2,281-\$2,776
<u>Records Management Technician II (PDF)</u>	1450	GEN	\$2,513-\$3,057
<u>Recording Secretary (PDF)</u>	1524	GEN	\$2,641-\$3,217
<u>Registered Dental Assistant I - Public Health (PDF)</u>	2009	GEN	\$3,482-\$4,236
<u>Registered Dental Assistant II - Public Health (PDF)</u>	2109	GEN	\$3,655-\$4,447
<u>Registered Nurse I - Behavioral Health (PDF)</u>	2601	GEN	\$4,508-\$5,484
<u>Registered Nurse II - Behavioral Health (PDF)</u>	2913	GEN	\$5,049-\$6,139
<u>Registered Nurse I-Public Health (PDF)</u>	2601	GEN	\$4,508-\$5,484
<u>Registered Nurse II-Public Health (PDF)</u>	2913	GEN	\$5,049-\$6,139
<u>Residential Care Facility Attendant (PDF)</u>	1665	GEN	\$2,886-\$3,511
<u>Risk Manager / Occupational Safety and Health Specialist (PDF)</u>	FLAT	ELECT	\$5,349

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S

Classifications	Range	Unit	Monthly Salary
<u>Secretary (PDF)</u>	1300	GEN	\$2,253-\$2,742
<u>Senior Building Inspector (PDF)</u>	2318	GEN	\$4,017-\$4,886
<u>Senior Building Plancheck / Inspector (PDF)</u>	2675	GEN	\$4,636-\$5,638
<u>Senior District Attorney Investigator (PDF)</u>	2493	GEN	\$4,321-\$5,255
<u>Senior Engineering</u>	2102	GEN	\$3,643-\$4,447

Technician (PDF)

<u>Senior Environmental Health Specialist (PDF)</u>	2494	GEN	\$4,322-\$5,257
<u>Senior Permit Technician (PDF)</u>	1843	GEN	\$3,194-\$3,886
<u>Senior Planner (PDF)</u>	2555	GEN	\$4,428-\$5,385
<u>Senior Services Office Supervisor (PDF)</u>	1680	GEN	\$2,912-\$3,542
<u>Senior Social Worker (PDF)</u>	A: 2549 B: 2789	GEN	A: \$4,418-\$5,373 B: \$4,834-\$5,879
<u>Sheriff Administrative Sergeant (PDF)</u>	2914	SMU	\$5,050-\$6,141
<u>Sheriff Deputy/Training/Policy Advisor (PDF)</u>	3210	SMU	\$5,564-\$6,765
<u>Sheriff Dispatcher I (PDF)</u>	1780	SDU	\$3,085-\$3,754
<u>Sheriff Dispatcher II (PDF)</u>	1901	SDU	\$3,295-\$4,009
<u>Sheriff Fiscal Officer I (PDF)</u>	2241	SMU	\$3,884-\$4,725
<u>Sheriff Fiscal Officer II (PDF)</u>	2646	SMU	\$4,586-\$5,856
Sheriff Grant Compliance Officer	1937	SDU	\$3,357-\$4,083
<u>Sheriff Investigator (PDF)</u>	2391	SDU	\$4,144-\$5,040
Sheriff Investigator (Advanced)	2516	SDU	\$4,361-\$5,304
<u>Sheriff Investigator / Cannabis Code Compliance (PDF)</u>	2695	SDU	\$4,671-\$5,681
Sheriff Investigator (Intermediate)	2463	SDU	\$4,269-\$5,193
<u>Sheriff Investigator Sergeant (PDF)</u>	2914	SDU	\$5,050-\$6,141
<u>Sheriff Investigator Sergeant / Code Compliance Supervisor (PDF)</u>	3134	SMU	\$5,432-\$6,605
<u>Sheriff Office Manager (PDF)</u>	1757	SMU	\$3,045-\$3,704

Select Language ▼

<u>Sheriff Patrol Commander</u> <u>(PDF)</u>	3134	SMU	\$5,432-\$6,605
<u>Sheriff Sergeant</u> <u>(PDF)</u>	2511	SDU	\$4,352-\$5,293
Sheriff Sergeant (Advanced)	2708	SDU	\$4,693-\$5,709
Sheriff Sergeant (Intermediate)	2649	SDU	\$4,591-\$5,586
<u>Sheriff Services Assistant I</u> <u>(PDF)</u>	1607	SDU	\$2,785-\$3,390
<u>Sheriff Services Assistant II</u> <u>(PDF)</u>	1789	SDU	\$3,100-\$3,771
Sheriff - Coroner	FLAT	ELECT	\$7,934
<u>Sheriffs Special Operations Sergeant</u> <u>(PDF)</u>	2943	SMU	\$5,101-\$6,201
<u>Sierra House Residential Care Facility Supervisor</u> <u>(PDF)</u>	2050	MID-MG	\$3,553-\$4,322
<u>Site Manager</u> <u>(PDF)</u>	1440	GEN	\$2,496-\$3,038
<u>Social Service Director-Public Guardian-Public Conservator **</u> <u>(PDF)</u>	3448	DEPT H	\$5,976-\$8,904
<u>Social Services Aide</u> <u>(PDF)</u>	1579	GEN	\$2,736-\$3,329
<u>Social Services Supervisor I</u> <u>(PDF)</u>	2681	MID MG	\$4,647-\$5,654
<u>Social Services Supervisor II</u> <u>(PDF)</u>	3094	MID MG	\$5,362-\$6,522
<u>Social Worker I</u> <u>(PDF)</u>	2039	GEN	\$3,534-\$4,298
<u>Social Worker II</u> <u>(PDF)</u>	2248	GEN	\$3,896-\$4,740
<u>Social Worker III</u> <u>(PDF)</u>	2457	GEN	\$4,258-\$5,180
<u>Solid Waste Program Manager</u> <u>(PDF)</u>	2330	GEN	\$4,038-\$4,910
<u>Staff Services Analyst I</u> <u>(PDF)</u>	2191	GEN	\$3,797-\$4,619
<u>Staff Services Analyst II</u> <u>(PDF)</u>	2415	GEN	\$4,186-\$5,094
<u>Staff Services Manager</u> <u>(PDF)</u>	2972	MID MG	\$5,151-\$6,266
<u>Staff Services Specialist</u> <u>(PDF)</u>	2114	GEN	\$3,664-\$4,456

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<u>Substance Use Disorder Specialist I (PDF)</u>	1958	GEN	\$3,393-\$4,128
<u>Substance Use Disorder Specialist II (PDF)</u>	2160	GEN	\$3,744-\$4,553
<u>Supervising Probation Officer (PDF)</u>	2483	PROB MID-MG	\$4,303-\$5,234
<u>Systems Analyst I (PDF)</u>	2551	CONF	\$4,421-\$5,376
<u>Systems Analyst II (PDF)</u>	2808	CONF	\$4,867-\$5,919

** Salary is without stipend.

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T

Classifications	Range	Unit	Monthly Salary
<u>Telecommunications Technician (PDF)</u>	2217	GEN	\$3,842-\$4,673
<u>Treasurer Tax Collections Officer I (PDF)</u>	1917	GEN	\$3,322-\$4,043
<u>Treasurer Tax Collections Officer II (PDF)</u>	2113	GEN	\$3,662-\$4,454
Treasurer - Tax Collector **	FLAT	ELECT	\$6,232
<u>Treasurer - Tax Specialist I (PDF)</u>	1430	GEN	\$2,478-\$3,017
<u>Treasurer - Tax Specialist II (PDF)</u>	1579	GEN	\$2,736-\$3,329
<u>Treasurer - Tax Technician (PDF)</u>	1522	GEN	\$2,638-\$3,208

** Salary is without stipend.

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U

Classifications	Range	Unit	Monthly Salary
<u>Undersheriff (PDF)</u>	3421	CONTR	\$5,929-\$7,212

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V

[Select Language](#) ▼

Classifications	Range	Unit	Monthly Salary
<u>Veterans Service Representative I (PDF)</u>	1532	GEN	\$2,655-\$3,232
<u>Veterans Service Representative II (PDF)</u>	1688	GEN	\$2,925-\$3,560
<u>Victim Witness Advocate (PDF)</u>	1531	GEN	\$2,653-\$3,227
<u>Victim Witness Coordinator (PDF)</u>	1772	MID MG	\$3,071-\$3,738

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W

Classifications	Range	Unit	Monthly Salary
<u>Welder (PDF)</u>	1763	C and T	\$3,056-\$3,720
<u>Welfare Fraud Investigator I (PDF)</u>	2222	GEN	\$3,851-\$4,685
<u>Welfare Fraud Investigator II (PDF)</u>	2410	GEN	\$4,177-\$5,080

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Contact Us

For additional information or questions regarding job descriptions, please contact the Human Resources Department at (530) 283-6444.

Exhibit B



California Public Employees' Retirement System
P.O. Box 942709
Sacramento, CA 94229-2709
(888) CalPERS (or 888-225-7377)
TTY: (877) 249-7442
www.calpers.ca.gov

Reference No.:
Circular Letter No.: 200-050-12
Distribution: IV, V, VI, X, XII, XVI
Special:

Circular Letter

October 25, 2012

TO: **ALL CALPERS EMPLOYERS**

SUBJECT: **STATUTORY AND REGULATORY REQUIREMENTS FOR PUBLICLY AVAILABLE PAY SCHEDULES**

The purpose of this Circular Letter is to remind CalPERS employers that only those pay amounts that meet the definition of compensation earnable can be used when calculating retirement benefits.

Compensation earnable is defined in statute and further clarified by California Code of Regulations (CCR) Section 570.5. Specifically, this Circular Letter seeks to address the requirements related to publicly available pay schedules.

Compensation Earnable & The Requirement For Publicly Available Pay Schedules

The Public Employees' Retirement Law (PERL) Government Code Sections 20636 and 20636.1 define compensation earnable for State, School, and Public Agency members. In order to meet the definition of compensation earnable, an amount of pay must either constitute payrate or special compensation as defined in the statutes. Section 20636(d) further requires that payrate and special compensation schedules, ordinances, or similar documents be public records available for public scrutiny.

Section 20636(b)(1) (applicable to Public Agency members) and 20636.1(b)(1) (applicable to School members) require pay amounts to be paid pursuant to publicly available pay schedules. For example, section 20636 (b)(1) states:

"Payrate means the normal monthly rate or pay or base pay of the member paid in cash to similarly situated members of the same group or class of employment for services rendered on a full-time basis during normal working hours, pursuant to publicly available pay schedules. "Payrate," for a member who is not in a group or class, means the monthly rate of pay or base pay of the members, paid in cash and pursuant to publicly available pay schedules, for services rendered on a full-time basis during normal working hours, subject to the limitations of paragraph (2) of subdivision (e)." (Emphasis added.)

CCR 570.5 was adopted April 13, 2011, with an effective date of August 10, 2011. CCR 570.5 sought to clarify the requirement of publicly available pay schedules.

After CCR 570.5 was adopted, CalPERS sent Circular Letter #200-056-11 dated August 19, 2011, notifying all employers of the requirements of CCR 570.5.

Importance of Correct Reporting

Due to the importance of correct payroll reporting in administering the PERL and member benefits, CalPERS is sending this additional Circular Letter to remind all employers of the criteria for reporting compensation earnable.

CCR 570.5 outlines the required elements necessary to meet the definition for a publicly available pay schedule as follows:

- (a) For purposes of determining the amount of "compensation earnable" pursuant to Government Code Sections 20630, 20636, and 20636.1, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:
 - (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws;
 - (2) Identifies the position title for every employee position;
 - (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
 - (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
 - (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
 - (6) Indicates an effective date and date of any revisions;
 - (7) Is retained by the employer and available for public inspection for not less than five years; and
 - (8) Does not reference another document in lieu of disclosing the payrate.

All eight (8) requirements must be met in one salary schedule for each member's pay, in order for CalPERS to approve the pay amount as payrate and reportable compensation earnable.

No Applicable Pay Schedule

If an agency cannot provide a document meeting the requirements for a publicly available pay schedule, then CalPERS must determine that the pay amount fails to meet the definition of payrate. CCR 570.5 (b)(1)-(4) outlines the process by which

CalPERS may determine a member's payrate when there is no publicly available pay schedule provided.

CCR 570.5 (b) states:

- (b) Whenever an employer fails to meet the requirements of subdivision (a) above, the Board, in its sole discretion, may determine an amount that will be considered to be payrate, taking into consideration all information it deems relevant including, but not limited to, the following:
 - (1) Documents approved by the employer's governing body in accordance with requirements of public meeting laws and maintained by the employer;
 - (2) Last payrate listed on a pay schedule that conforms to the requirements of subdivision (a) with the same employer for the position at issue;
 - (3) Last payrate for the member that is listed on a pay schedule that conforms with the requirements of subdivision (a) with the same employer for a different position;
 - (4) Last payrate for the member in a position that was held by the member that is listed on a pay schedule that conforms to the requirements of subdivision (a) of a former CalPERS employer.

It is important that all employers comply with the compensation earnable provisions and corresponding regulations of the PERL. Where employers fail to comply, pay amounts will be determined to not constitute payrate and accordingly CalPERS will be unable to use such pay amounts when calculating members' retirement benefits.

It is therefore critical that employers review their pay schedules to verify that all members' pay amounts are included within a publicly available pay schedule. For assistance or questions related to the development of a publicly available pay schedule, please direct your inquiries to the CalPERS Compensation and Employer Review Unit.

If you have any questions, please contact the CalPERS Customer Contact Center at **888 CalPERS** (or 888-225-7377).

KAREN DeFRANK, Chief
Customer Account Services Division