

APPENDIX I – SUPERVISORY UNIT

County Proposal #8 to SEIU 7/2/2023 Appendix I Supervisory Unit

County Response: Decline 6/30/23 UP
County modifies proposal (CP) 7/2/23:

Realignments:

JOB CODE	CLASSIFICATION	REALIGNMENT
E44	ELIGIBILITY WORK SUPERVISOR	0.50% 1.00%
Y48	SOCIAL SERVICES ANALYST	3.50%
W0A	SOCIAL SERVICES ANALYST – U	3.50%
Y23	SOCIAL WORK SUPERVISOR	3.00% 1%
Y22	SOCIAL WORK TRAINING SPECIALIST	3.00% 4.11%
Q73	SSA APPLICATION DEC SUP SPEC II – U	4.50%
P65	SSA APPLICATION DEC SUP SPEC II	4.50%
Q74	SSA APPLICATION DEC SUP SPEC I – U	4.50%
P66	SSA APPLICATION DEC SUP SPEC I	4.50%
<u>E42</u>	<u>STAFF DEVELOPMENT SPECIALIST</u>	<u>0.75%</u>
<u>E43</u>	<u>ASSOCIATE STAFF DEVELOPMENT SPECIALIST</u>	<u>0.75%</u>

I.2 – County and Union TA to CCL

I.3 – County and Union TA to CP 5/12/23 proposal to delete I.3
County agrees to UP 6/7/23 (keep I.3.4)

I.5 – County and Union TA to CCL 6/20/23 – I.5.2 – (Counseling and Unfavorable Reports)

I.6 – County Response: Decline 6/15/23 UP;
County holds to 5/12/23 proposal to keep CCL

I.6 – Supervisory Practices

County Declines 6/30/23 Union proposal and proposes CCL on supervisory ratio

I.6.4 – Supervisory Ratio

The Social Services Agency recognizes that there is benefit to be received from achieving and maintaining appropriate spans of control for supervisors to ensure quality work is performed in each area.

From: SCCo To: SEIU July 2, 2023

This proposal includes all previous proposals unless specifically modified herein.

All TAs subject to ratification by the BOS.

New language is **underlined**.

Deleted language is **~~struck through~~**.

Current contract language is CCL

Page | 1

**County Response: Decline 6/26/23 UP
County and Union TA to CP – 6.28.23**

I.6.5 – Trainer Preparation Time

The County will provide adequate periods of training preparation when Social Work Training Specialist, Staff Development Specialist and Associate Staff Development Specialist design, develop, or deliver new, existing, or updated training as follows:

1. Preparation time of research, design, and development of new training (which includes curriculum, presentation, exercises/activities, practice, job aides/handouts & other miscellaneous): up to 14 hours per 1 hour of instructional time, depending on trainer knowledge, experience, and available resources.
2. For existing training where updates are required: up to 3 hours per 1 hour of training content. This only applies to the specific areas of the training content where revisions are required – it does not apply to the entire subject/topic presentation hours.
3. Preparation time to deliver a pre-existing training where updates are NOT required, where trainer has not previously presented the content and requires adequate time to familiarize themselves with the content and materials, including practicing presentation of materials: up to 2 hours per 1 hour of training content.

Additional preparation may be granted if the need arises or when management has made a major change in the trainer's assignment.

A discussion between the worker and their supervisor/manager shall occur to establish the appropriate amount of preparation time needed in preparation for a training based on the needs of the specific contents of the training as well as the knowledge and experience of the specific trainer.

I.6.6 – Staffing

- a) In all cases of promotion and transfer requests, supervisors shall have the opportunity to interview and recommend for selection the employee on the appropriate list to be transferred or assigned to the supervisor's unit.
- b) In case of administrative transfers, supervisors shall be consulted in advance of any assignment of a new employee and given the opportunity to offer objections and alternate assignment suggestions. The final decision will be made by management.

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Page | 2

County declines 5/12/23 Union proposal and holds to CCL

I.6.7 – Uncovered Caseloads

Uncovered caseloads are those created by vacancies and other long-term absences. “Long-term” means an absence of more than twenty (20) working days or as determined by the supervisor in consultation with the manager.

Once a case is uncovered, the supervisor and manager will work in collaboration with each other to ensure that the cases are worked on and reassigned within the unit as soon as possible and to other units as needed. After 10 working days, the supervisor will notify the workers how uncovered cases will be handled.

Supervisors will make arrangements within their units to cover caseloads during preapproved vacations and short-term absences.

Cases in control (DEBS) shall not be handled by supervisors.

I.7.1 & I.7.2 - County and Union TA to CCL 6/26/23

I.7 – Premium Pay

County Response: Decline Union Proposal 6.30.23

County modifies 6.24.23 CP – 7/2/23

I.7.3 DFCS Pay Differential for Social Work Supervisors

Employees in the classification of Social Worker Supervisor who are in a Dependency Intake Unit, Continuing Unit, Voluntary Family Maintenance Unit, the CANC, Non-Minor Dependent Unit, Dually Involved Unit, Intensive Permanency Unit, Family Finding Unit, Adoption Finalization Unit, Resource Family Approval Unit, Post-Adoption Unit, Placement unit, Social Worker I Supervisors and Joint Decision Making Unit/Child and Family Team in Department of Family and Children Services, (DFCS), shall receive a differential of six (6%) percent of base wage.

Emergency Response Supervisors in the classification of Social Work Supervisor in Department of Family and Children Services, (DFCS), shall receive a differential of ~~eight~~ nine (8%9%) percent of base wage.

Adult Protective Services (APS) - Social Work Supervisors regularly assigned to work in an Emergency Response (ER) Unit, a Financial Abuse Specialist Team (FAST) Unit, or a Self-Neglect Unit shall be paid a six percent (6.00%) differential above their base rate.

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Page | 3

County Response: Decline 6/30/23 UP – Holds to 6/26/23 CP

I.7.4 Multilingual Differential

- a) The County will pay a differential of one hundred ninety dollars (\$190) a month to bilingual workers covered by the Social Services Supervisory Bargaining Unit. An additional twenty dollars (\$20) per month will be paid for a third language certification (trilingual), and an additional twenty dollars (\$20) per month for a fourth language certification (quadrilingual).
- b) The County and the Union shall meet at least once during the term of this Agreement to review the number and location of bilingual positions designated.
- c) First-line supervisors and staff support employees may receive bilingual pay if their positions have been designated as bilingual.
- d) Certification for a second language will be done in accordance with current bilingual certification procedures.

I.7.5 – Floater Differential

Eligibility Work Supervisors in Continuing CalFresh or CalWORKS units who are supervising an Eligibility Worker floater(s) shall be paid a differential of one dollar and fifty cents (\$1.50) per hour.

I.7.6 – Board of Behavioral Sciences (BBS) Differential

Social Work Supervisors who are licensed with a Board of Behavioral Sciences (BBS) license and are actively providing clinical supervision within the County of Santa Clara Social Services Agency shall be compensated annually at a flat rate of five-hundred dollars (\$500) payable in the month of March.

I.7.6 – Transfer Opportunities - County and Union TA to CP 6/20/23

I.10 – Grievance Procedure

County and Union TA 6/26/23 on modified language (CP)

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Page | 4