

COUNTY OF MARIN HUMAN RESOURCES DEPARTMENT

JOANNE PETERSON
Director

September 21, 2010

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Adopt the salary range revision approved by the Board of Retirement for the class of Assistant Retirement Administrator (0254).

Dear Board Members:

RECOMMENDATION: Include in the County's salary schedule the salary range revision for the class of Assistant Retirement Administrator approved by the Retirement Board, pursuant to Gov. Code § 31522.3.

Assistant Retirement Administrator (0254)

Base Salary	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly Rate	\$0.00	\$0.00	\$65.42	\$68.69	\$72.12
Bi-Weekly Salary	\$0	\$0	\$5,234	\$5,495	\$5,770
Monthly Salary	\$0	\$0	\$11,339	\$11,906	\$12,501
Annual Salary	\$0	\$0	\$136,074	\$142,875	\$150,010

SUMMARY: The Retirement Board recently adjusted the salary range for the classification of Assistant Retirement Administrator by converting it from a five step salary range to a three step salary range and adjusting the new lowest step of the range, Step 3, to \$135,013 annually. However, this change had an unintended impact on an employee within the classification. At its September 8, 2010 meeting, the Retirement Board revised the previously adjusted salary range of the Assistant Retirement Administrator to return Step 3 to the previous level in effect. This is consistent with the Retirement Board's intent to not impact any employees within this classification when making the salary range adjustments. The Retirement Board has approved this revision back to the date of the original change, August 1, 2010.

The action of including the salary of the Assistant Retirement Administrator in the salary schedule of the County is mandated by California Constitution Article XVI, section 17, and the statutory authority granted to Retirement Boards pursuant to the County Employees Retirement


Law (CERL) at California Government Code section 31522.3. Since the Retirement Board is the governing body of the officers it appoints, and the salaries are an administrative charge against the assets of the Retirement System and not the County budget, it is a ministerial duty of the Board of Supervisors to include the salary approved by the Retirement Board for its Assistant Retirement Administrator in the salary schedule of the County.

It is requested by the Retirement Board that the Board of Supervisors include the salary approved by the Retirement Board.

FISCAL IMPACT: There is no budgetary impact associated with this recommendation.

REVIEWED BY:	<input type="checkbox"/>	County Administrator's Office	<input checked="" type="checkbox"/>	N/A
	<input type="checkbox"/>	County Counsel	<input checked="" type="checkbox"/>	N/A
	<input type="checkbox"/>	Department of Finance	<input checked="" type="checkbox"/>	N/A
	<input checked="" type="checkbox"/>	Human Resources	<input type="checkbox"/>	N/A

Respectfully submitted:


Larry Daniel
Principal Personnel Analyst

Reviewed by:


Joanne Peterson
Director of Human Resources

cc: Jeff Wickman, Retirement Administrator, MCERA
Lisa Cutten, Employee Benefits Supervisor, Human Resources
Larry Daniel, Principal Personnel Analyst, Human Resources
Angela Nicholson, Principal Personnel Analyst, Human Resources
Liz Paris, Deputy Director of Human Resources, Human Resources
Dan Eilerman, Budget Manager, County Administrator's Office
Brenda Grayson, Principal Systems Analyst, Project MERIT
Misha Miki-Ladner, Senior Personnel Analyst, Project MERIT