

<h2 style="margin: 0;">COUNTY OF SONOMA AGENDA ITEM SUMMARY REPORT</h2>			Clerk of the Board Use Only Meeting Date Held Until ___/___/___ ___/___/___ Agenda Item No: Agenda Item No: _____ _____
Department: Human Resources			() 4/5 Vote Required
Contact: Lynne Durrell	Phone: (707) 565-3565	Board Date: October 6, 2009	Deadline for Board Action: October 6, 2009
<p>Agenda Short Title: Voluntary Time Off (VTO) Program for Participating Bargaining Units</p> <p>Requested Board Action: Adopt Concurrent Resolution approving agreements between the County of Sonoma and Local 39, Sonoma County Deputy Public Defender Attorney's Association (SCDPDAA), Deputy Sheriff's Association (DSA), and Deputy Sheriff's Law Enforcement Management (DSLEM), authorizing participation for their members in the Voluntary Time Off (VTO) Program 2009-10, subject to the provisions of the attached VTO Program 2009-10 document, and setting an effective date of October 6, 2009 to June 30, 2010.</p>			
CURRENT FISCAL YEAR FINANCIAL IMPACT			
<u>Expenditures</u>		<u>Add'l Funds Requiring Board Approval</u>	
Estimated Cost	\$	Contingencies (Fund Name:)	\$
Amount Budgeted	\$	Unanticipated Revenue (Source:)	\$
Other Avail Approp (Explain below)	\$	Other Transfer(s) (Source:)	\$
Additional Requested:	\$	Add'l Funds Requested:	\$
<p>Explanation (if required): There are no costs to the County associated with the VTO Program. Any program savings will be realized in individual departments and may mitigate budget and staff reductions.</p>			
<p>Prior Board Action(s): 6/24/03 - Board approved VTO program for Salary Resolution (confidential and unrepresented employees), with sunset date of 6/30/04. 9/16/03 - Board approved VTO program for selected bargaining units with sunset dates of 6/30/04. 7/21/09 – Board approved VTO Program for SEIU, SCPDIA, WCE with program end date of 6/30/10. 8/11/009 – Board approved VTO Program for ESC with program end date of 6/30/10</p>			
<p>Alternatives – Results of Non-Approval: Salary savings from VTO Programs will not be achieved within departments, and may result in an increased number of County employees being laid off.</p>			

Background:

County departments continue to seek cost saving measures which will reduce or avoid the need to cut staff positions. As part of cost savings ideas submitted by employees, the County received a suggestion to consider a voluntary time off program to save money within departments. In a continuing effort to support departments and mitigate possible staff reductions, Human Resources designed a Voluntary Time Off (VTO) Program for consideration by County departments and bargaining units.

The proposed 2009-10 VTO Program was forwarded to all employee organizations and an opportunity to Meet and Confer was put forth by the County. On July 21, 2009, the Board amended Salary Resolution 95-0926 to include the Voluntary Time Off (VTO) Program 2009-10, and approved participation in the Program for several bargaining units (SEIU, SCPDIA, WCE) and later approved the Program for ESC as well.

Since that time, additional bargaining units have expressed an interest in participating in the VTO Program. These groups have signed Letters of Understanding which, if approved by the Board, will allow their members to participate in the VTO Program. The bargaining units are: Local 39, Sonoma County Deputy Public Defender Attorney's Association (SCDPDAA), Deputy Sheriff's Association (DSA) and Deputy Sheriff's Law Enforcement Management (DSLEM).

The Program (Attachment A) provides employees the opportunity to self-select into the Program and request unpaid time off, not to exceed 25% of their regularly scheduled hours per pay period. All requests for VTO are subject to department approval, based on the financial, operational and business needs of the department.

Cost:

There are no costs associated with this Program. Backfilling of positions due to VTO use is not permitted under the Program. VTO creates salary savings for departments that may be applied directly to their budgets. Because department use of VTO will vary based on business and financial needs, and is subject to employee participation, Human Resources is unable to project savings resulting from this program.

Recommendation:

Adopt Concurrent Resolution approving agreements between the County of Sonoma and Local 39, Sonoma County Deputy Public Defender Attorney's Association (SCDPDAA), Deputy Sheriff's Association (DSA), and Deputy Sheriff's Law Enforcement Management (DSLEM), authorizing participation for their members in the Voluntary Time Off (VTO) Program 2009-10, subject to the provisions of the attached VTO Program 2009-10 document, and setting an effective date of October 6, 2009 to June 30, 2010.

Attachments: Resolution, Attachment A (VTO Program), Letters of Understanding (3)

On File With Clerk:

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote:

