



MWD

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

September 13, 1993

(Legal and Claims Committee--Action)
To: Board of Directors (Organization and Personnel Committee--Action)
From: General Manager
Subject: Memorandum of Understanding with the Association of
Confidential Employees

Report

The Memorandum of Understanding (MOU) with the Association of Confidential Employees of the Metropolitan Water District of Southern California (ACE) has terminated and a new MOU is being executed with the General Manager. The Organization and Personnel Committee had previously authorized the General Manager to negotiate a new Memorandum of Understanding relating to salaries, benefits, and other working conditions with ACE.

The attached Memorandum of Understanding for ACE provides for the following significant changes in salaries, employee benefits, and working conditions for all employees represented by ACE:

1. Term. The term of this MOU will be a period of five years. It will commence on August 23, 1993, and will terminate on June 30, 1998.

2. Salaries. Effective September 12, 1993, employees represented by ACE will receive an across-the-board salary increase of approximately 3.43% as reflected on the proposed new schedule of salaries (Exhibit "A").

For years 1994 through 1998, employees in this Unit shall receive the most favorable across-the-board increase in salaries and benefits received by any of the other represented bargaining units. Such increases shall be received at the same time and in the same manner as received by such other bargaining unit.

3. Medical. The District's monthly contribution towards the premiums for all medical plans maintained by the Public Employees' Retirement System will be adjusted to reflect an increase commencing August 1, 1993, as shown below:

District's Contribution

Employee Only	\$227/Month
Employee and One Dependent	\$431/Month
Employee and Two or More Dependents	\$574/Month

The District shall reimburse employees who have paid any portion of the District's monthly contribution for premium increases that went into effect August 1, 1993.

4. Dental Insurance. During the term of this MOU, the District shall continue to fully pay premiums for group dental insurance provided by Delta Dental Company for all employees and their eligible dependents as in previous MOU's.

5. Vision. During the term of this MOU, the District shall continue to fully pay the employee's premium for vision care provided by Vision Service Plan (VSP). The plan provides for ophthalmic protection consisting of eye examinations, lenses, and frames for normal vision care. At the employee's option and expense, an employee in this unit may purchase additional dependent coverage.

6. Life Insurance. The District shall continue to provide group life insurance in an amount equal to 2088 times the employee's hourly rate rounded off to the next thousand dollars for each full time employee. An employee shall have the option at his/her own expense to obtain additional coverage.

However, if the District enters into an MOU with the Employees' Association prior to January 1994, which states that the District shall provide group life insurance in an amount equal to \$50,000 for employees in such unit, then the amount of life insurance provided for employees in this unit shall be reduced to \$50,000 as soon as administratively feasible. Employees shall continue to have the option of purchasing additional insurance.

7. Tuition Reimbursement. Employees will continue to be eligible for tuition reimbursement at the rate of 85 percent (to a maximum of \$5,000) per fiscal year for authorized expenses on tuition, books, registration, and lab costs for all classes and/or degreed curriculum programs.

However, if the District enters into an MOU with the Employees' Association prior to January, 1994, which includes a higher tuition reimbursement maximum, then such maximum shall also apply to this unit effective on the same date it is effective for the Employees' Association.

8. Grievance Procedure. The grievance procedure in the MOU represented by ACE will be changed to reflect the same procedure as is found in the Employees' Association MOU.

9. Sick Leave Payoff. Section 6248, Severance Pay, of the Administrative Code will be amended to permit employees represented by ACE to receive sick leave payoff in the year of their separation from service rather than in a two-year period of time.

10. Association/Management Committee. An Association/Management Committee will meet quarterly to explore issues of mutual concern to the District and the Associations. The General Manager and other District managers will attend these meetings along with one representative from each Association. The first quarterly meeting will be held no later than October 1, 1993.

These meetings will not be considered negotiations and therefore, the results of the meetings will not be binding on the parties unless they develop a Memorandum of Agreement or an amendment to the current MOU.

Estimated Cost Increase of Memorandum of Understanding.

The estimated first year cost increase of the various changes discussed above in the ACE MOU is approximately 0.061 percent of total payroll.

Accretion of Classifications to the Unit

Employees in the classifications of Senior Personnel Analyst, Principal Personnel Analyst, Manager, Personnel Services, and Employee Relations Administrator have petitioned to be accreted into this unit. Confidential employees are defined in Administrative Code Section 6101(b) as "Any employee who is privy to decisions of District management affecting employer-employee relations, as designated by the Employee Relations Officer." Therefore, it is recommended that these classifications be accreted to the unit; these changes are reflected in Exhibit "A" of the MOU.

Board Committee Assignments

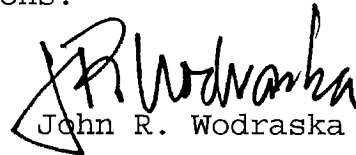
This letter is referred for action to:

The Organization and Personnel Committee because of its responsibility to study, advise and make recommendations in regards to relations between the District and its employees including all matters affecting wages, hours, and other terms and conditions of employment, pursuant to Administrative Code Section 2471(c); and

The Legal and Claims Committee because of its responsibility to look at the legal aspects and legal consequences of executed Memorandum of Understanding between the General Manager and an organization representing employees.

Recommendation

It is recommended that the Board of Directors authorize the General Manager to execute the attached Memorandum of Understanding covering the wages, hours, terms and working conditions of employees represented by the Confidential Employees' Associations.


John R. Wodraska

SCG/dc
Attachments

s:1159bo

MEMORANDUM OF UNDERSTANDING BETWEEN
THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA
AND THE ASSOCIATION OF CONFIDENTIAL
EMPLOYEES OF
THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

SECTION 1--DESIGNATION OF PARTIES

This Memorandum of Understanding (hereinafter "MOU") is entered into as of the 23rd day of August 1993, by and between The Metropolitan Water District of Southern California (hereinafter "District") and the Association of Confidential Employees of The Metropolitan Water District of Southern California (hereinafter "ACE") as representative of an appropriate unit certified by the District. This MOU applies only to employee classifications included in the appropriate unit certified by the District and to employee classifications added to the appropriate unit by the Employee Relations Officer (hereinafter "ERO") pursuant to procedures established by Metropolitan Water District Administrative Code (hereinafter "Administrative Code") Division VI, chapter 1.

SECTION 2--TERM

This MOU shall be effective as of August 23, 1993, upon approval thereof by the Board of Directors of the District and shall remain in full force and effect to and including June 30, 1998, and from month to month thereafter; provided, however, that either party may serve written notice together with proposals on the other no later than March 1, 1998, of its desire to terminate or amend this MOU, and in the event this MOU remains in effect after June 30, 1998 and no such proposals have been served by March 1, 1998, then either party may serve written notice together with proposals on the other 60 days in advance of any date by which it intends to terminate or amend this MOU.

SECTION 3--SALARIES

- A. In June, 1992, the classifications in this Unit were moved from the salary schedule that had been used traditionally within the District and placed on a new salary schedule. The new salary schedule has the same form as the traditional schedule, but each salary step is approximately 3.43% lower than the same step on the corresponding salary grade. It is the intent of the parties to move the employees in this Unit back to the traditional salary schedule.

Therefore, effective September 12, 1993, each classification in this Unit (Unit #5) shall be moved from its current salary schedule and placed on the Hourly/Monthly Salary Schedule currently in effect for the classifications in Unit #2. When it is placed on the Unit #2 schedule, each classification in Unit #5 shall be placed on the same salary grade that it currently occupies as shown in Exhibit "A." Also, each employee shall be placed on the same salary step that he/she currently occupies.

For example, if an employee is on step 4 of a classification which is currently on grade 46, then the class shall be placed on grade 46 of the Unit #2 schedule and the employee shall be placed on step 4 of that salary schedule.

- B. The District's Board of Directors may, at any time, increase the salary schedule applicable to any specific classification represented by ACE if the District's Board of Directors, in its sole discretion, determines the increase is justifiable.
- C. Payday shall be every second Wednesday. If a payday occurs on a District holiday, payment will be made on the preceding workday, if practicable. The District may make such changes in its rules and regulations as it determines to be necessary in regard to maintaining an every-second-Wednesday payday and an hourly payroll system.
- D. For years 1994-95 through 1997-1998, employees in this Unit shall receive the largest across-the-board increase received by any of the other represented bargaining units. Such increases shall be received at the same time and in the same manner as received by such other bargaining unit.

SECTION 4--BENEFITS

Unless otherwise specified hereinafter, the following benefits shall be available to employees in positions within the bargaining unit represented by ACE. Such benefits shall be in addition to other benefits provided by the District's Administrative Code or by rule or regulation of the District, which benefits, unless expressly referred to in this section, shall remain unchanged during the term of this MOU.

A. Benefits

In each year this MOU is in effect, benefits described or incorporated by reference in this MOU, and any new benefits, including but not limited to any District contributions to medical and dental insurance payments provided employees in other units after the effective date of this MOU, shall be adjusted annually, to include the most favorable of each benefit provided any appropriate unit. The District, may in its sole discretion, make adjustments to the working conditions of employees in the unit represented by ACE if adjustments are made to another unit.

B. Medical Insurance

The District shall continue to provide medical plans maintained by the Public Employees' Retirement System. Effective August 1, 1993 the premium rates of these medical plans were revised. Effective August 1, 1993, the District's monthly contribution shall be:

Employee Only	\$ 227
Employee Plus One Dependent	431
Employee Plus Two or More Dependents	574

The District shall reimburse employees who paid any portion of the District's monthly contribution for premium increases that went into effect August 1, 1993.

C. Retirement

The District shall continue to pay to the Public Employees' Retirement System (PERS) on behalf of each employee within the appropriate unit represented by ACE an amount equal to the required employee contribution to PERS, not to exceed seven percent of such

employee's salary. The contribution shall continue to be treated as an employer contribution (made pursuant to Section 414(h)(2) of the Internal Revenue Code of the United States) in determining the tax treatment of the contribution. Such contributions shall be treated for all purposes other than taxation in the same manner and to the same extent as contributions made by employees prior to June, 1985. Such contributions shall be paid from the same source of funds as used in paying wages to the affected employees. The employee does not have the option to receive the District contributed amount paid pursuant to this section directly instead of having it paid to PERS. Notwithstanding any provision in this MOU to the contrary, the wages of each employee within the appropriate unit represented by ACE shall continue to be reduced by the indicated percentage of the amount of such employee's contribution paid by the District pursuant to the provisions of this section:

For such employees employed prior to January 1, 1981	64.3%
For such employees employed on or after January 1, 1981	100.0%

This subsection shall be operative only so long as the District pick-up of the retirement contribution continues to be excluded from the gross income of the employee under the provisions of the Internal Revenue Code. If the aforesaid provision becomes inoperative, the District shall contribute to P.E.R.S. on the same basis it contributed commencing on January 1, 1981.

D. Life Insurance

The District shall continue to provide group life insurance in an amount equal to 2,088 times the employee's hourly rate rounded off to the next higher thousand dollars for each full-time employee. An employee shall have the option, at his/her own expense, to obtain additional coverage.

However, if the District enters into an MOU in Unit #2 prior to January 1994, which includes a provision that the District shall provide group life insurance in an amount equal to \$50,000 for employees in such unit, then the amount of life insurance provided for employees in this Unit shall be reduced to \$50,000 as soon as administratively feasible. Employees shall continue to have the option of purchasing additional insurance.

During the term of this Agreement, the District shall make reasonable efforts to purchase a better value life insurance policy. If the District is able to purchase higher coverage at current cost, the District will do so and shall subsequently notify employees of the new, higher coverage.

E. Long-Term Disability Insurance

The District shall provide long-term disability insurance to all employees within the bargaining unit represented by ACE. The insurance shall provide a benefit of \$1,000 per month, but not to exceed 60 percent of the employee's monthly salary. The benefit shall commence 180 days after the employee's disability commences and shall expire 2-1/2 years after commencement, unless the employee's disability terminates sooner. The

District's insurance carrier shall determine eligibility including whether an employee is disabled. Preexisting conditions shall be excluded from coverage. The District shall have the right to change carriers and coverage so long as the replacement insurance is at least as advantageous as the initial insurance described above. Irrespective of any change, the District's obligations in regard to furnishing long-term disability insurance shall not be increased.

F. Deferred Compensation

The District shall provide a matching contribution, on behalf of each employee in a classification represented by ACE who is a participant in the savings plan provided for in Administrative Code, Division VI, chapter 7, article 5, in the amount of 50 cents for each dollar contributed by the District in accordance with a compensation-reduction election made by the participant pursuant to Administrative Code section 6765(a), subject to the following limits. The maximum District matching contribution shall not exceed three percent of the total of the employee's cash compensation and salary reductions permitted under sections 401(k), 414(h), and 457 of the Internal Revenue Code during the calendar year (total cash compensation). This section shall only be operative to the extent that the District can make matching contributions and maintain compliance with the Internal Revenue Code. If this section becomes inoperative, then either party may, on 30 days' notice, notify the other party of its desire to amend this MOU as a result of such event. Upon expiration of such notice, both parties shall meet and confer in good faith pursuant to Division VI, chapter 1 of the Administrative Code.

G. Bereavement Leave

Notwithstanding the 24-working-hour limit in Administrative Code section 6243, employees within the unit represented by ACE shall be allowed an amount not to exceed 40 working hours if they are otherwise qualified to use bereavement leave, and the death occurs outside the State of California.

H. Tuition Reimbursement

Notwithstanding provisions of General Instruction 8I, employees that commence participation in the tuition reimbursement program beginning with the term of this contract shall be eligible for tuition reimbursement at the rate of 85 percent (to a maximum of \$5,000) per fiscal year for authorized expenses on tuition, books, registration, and lab costs for all classes and/or degreed curriculum programs.

However, if the District enters into an MOU with Unit #2 prior to January 1994, which includes an \$8,000 tuition reimbursement maximum, then such maximum shall also apply to this Unit effective on the same date it is effective for Unit #2.

I. Severance Pay

Notwithstanding Administrative Code 6248(b), for employees within the bargaining unit represented by ACE, any employee who resigns, is laid off for lack of work, is removed for cause, or retires under the provisions of the Public Employees' Retirement Law, shall be paid at the employee's hourly pay rate for 52.2 percent of accumulated hours of sick leave in full at the time of separation.

SECTION 5--COMPENSATION FOR EXTENDED HOURS

A. Extended Hours

1. Eligible employees who work extended hours will be entitled to compensation in accordance with this Section.
2. Definitions
 - a. Extended hours are those hours ordered and worked in excess of 90 hours in a two-week payroll period cycle.
 - b. An eligible employee is any exempt employee covered by this Memorandum of Understanding who is permanently assigned to a job classification at pay grade 63 or below.
3. Any eligible employee, who at the direction of his/her supervisor, works extended hours shall be entitled to additional compensation in excess of his/her normal compensation. The additional compensation shall be at the employee's straight time hourly rate for each extended hour worked in excess of 90 hours in any payroll period cycle.
4. All paid leave time shall be included as hours worked when calculating the number of extended hours worked in any payroll period cycle.
5. Extended hours are excluded from the definition of "hours" contained in Administrative Code Section 6200(c) and shall not be used in the calculation of leave or any other benefits.
6. It is agreed and understood that nothing herein is intended to limit or restrict the authority of the District to require any employee to work extended hours.
7. Compensation for extended hours work shall not be considered as part of the employee's regular straight-time salary.

- B. The parties agree to meet during the month of November, 1993, to discuss whether or not a Ninth Circuit Court of Appeals decision, a United States Supreme Court decision, or a United States Department of Labor regulation provides that additional hourly compensation for exempt employees for extended hours worked by those employees results in the loss of the employees' exempt status under the Fair Labor Standards Act. If so, the parties shall meet and confer in good faith regarding the impact of such decision/regulation in an effort to cause any such compensation to comply with the FLSA. If not, there shall be no change to A above unless and until the conditions listed herein above have been met. At such time, the parties shall meet and confer in good faith regarding the impact of such decision/regulation in an effort to cause any such compensation to comply with the FLSA.

SECTION 6--OVERTIME PAY

- A. Non-exempt employees within the bargaining unit represented by ACE shall be paid overtime (except as limited in paragraph B below) at the rate of one-and-one-half times the regular rate for work.
1. In excess of 40 hours in one workweek,
 2. In excess of the assigned workday (of eight, nine, or ten hours, depending on the workweek schedule to which the employee is assigned),
 3. On scheduled days off and
 4. On days observed by the District as holidays.
- B. Exception: Overtime paid for work in excess of the assigned day (of eight, nine or ten hours), on a scheduled day off, or on a District holiday shall be credited to any overtime owed the employee for work in excess of 40 hours in the same workweek.
- C. The employee's "regular rate" for overtime computation shall be the sum of the compensation paid an employee for hours actually worked at the employee's hourly rate, plus any premium pay, except overtime, earned by the employee, divided by the hours actually worked during the workweek. The regular rate shall be used only for computing overtime due under this MOU.
- D. It is agreed and understood that nothing herein is intended to limit or restrict the authority of the District to require any employee to perform overtime work, whether or not eligible for overtime pay, and it is further agreed that overtime will be ordered and worked only when required to meet the District's needs.
- E. The time at which an employee shall take compensatory time-off shall be determined by the employee's supervisor with due regard for the wishes of the employee and particular regard for the needs of the District with the understanding that each employee shall be encouraged to take compensatory time-off within a reasonable period of earning such time.

SECTION 7--DISCIPLINE

Employees within the bargaining unit represented by ACE shall be subject to those provisions of any revised discipline procedure which the General Manager determines to be appropriate to apply to the unit. The department head may select the hearing panel.

SECTION 8--NO SMOKING POLICY

Recently, the Surgeon General presented the American public with conclusive evidence that smoking is not only injurious to the people who smoke, but also to the nonsmokers who are around them. The District has a strong commitment to protect the health and safety of all its employees. Therefore, smoking will be prohibited at all District facilities, including all private and semi-private offices, open areas (within buildings), lobbies, conference rooms, hallways, restrooms, shops, elevators, dining rooms, and District vehicles with multiple occupants. All employees will be required to comply with this and any other smoking regulations imposed by the State and/or other local government, or by building management in buildings leased by Metropolitan.

SECTION 9--DRUG TESTING POLICY

The District may require applicants for employment to submit to testing for alcohol and other controlled substances.

The District may require employees in positions determined by it, in its sole discretion, to relate to health, safety, or security, to be randomly tested for alcohol and other controlled substances.

The District may also require any employee to submit to testing for alcohol and other controlled substances if the employee is involved (1) in an accident or damage to equipment or property, (2) in the event of rule violations and, in either case, there is reasonable suspicion of alcohol or controlled substance use, or (3) when there is otherwise a reasonable suspicion to believe the employee is under the influence of alcohol or another controlled substance. Employees determined to be under the influence may be tested on a random basis until and unless the District determines that there is no longer a basis to continue the testing. Refusal to submit to such tests, when and as requested, shall be cause for disciplinary action up to and including discharge.

All testing of employees pursuant to this policy shall be on District paid time and at District expense.

Test results may be utilized in determining disciplinary action.

SECTION 10--ASSOCIATION/MANAGEMENT MEETINGS

The Parties agree that quarterly meetings to explore issues of mutual concern will be beneficial to the relationship between the District and the Associations that have been formally recognized to represent District employees. Consequently, the General Manager and other managers shall meet quarterly with one (1) representative from each Association. In addition to its representative, each Association may have additional people as reasonably needed for a specific topic. Association representative(s) shall receive reasonable release time to participate in these meetings.

The parties agree that such meetings shall not be negotiations and therefore the results of the meetings shall not be binding on the parties unless they develop and execute a Memorandum of Agreement or an amendment to the current Memorandum of Understanding that memorializes their results.

To foster a problem solving approach, the parties agree that decision making shall be by consensus. For these purposes, consensus means that no meeting participant objects to a decision or course of action under consideration by the group. Also, outside of the meetings, each party agrees to refrain from negatively characterizing the participation, ideas, or approach of the other parties during these Association/Management meetings.

The first quarterly meeting shall be held no later than October 1, 1993. Further, the parties agree that the first topic of the first quarterly meeting shall be internal alignment of classifications.

SECTION 11--BULLETIN BOARDS

ACE may use District bulletin board space as available. The boards shall be used solely for the following subjects:

- A. Information concerning ACE activities and policies; and

B. Announcements of scheduled ACE meetings.

All material other than stated above shall be subject to the approval of the Employee Relations Officer at Headquarters or the supervisor in charge of the appropriate field facility.

Notices posted by ACE on District bulletin boards shall not contain anything which may reasonably be construed as maligning the District or any of its employees. In addition to any other lawful actions, the District may, in its sole discretion, revoke or suspend the right granted by this section if such right is abused.

SECTION 12--GRIEVANCE PROCEDURE

During the term of this Agreement, the same grievance procedure that applies to the employees in Bargaining Unit #2 shall apply to the employees in this Unit.

SECTION 13--NONDISCRIMINATION

There shall be no discrimination on the part of either the District or ACE towards any employee on any of the bases forbidden by any state or federal law applicable to the District which prohibits discrimination against any individual or group of individuals.

SECTION 14--FULL UNDERSTANDING, MODIFICATION, WAIVER

This MOU sets forth the full and entire understanding of the parties, regarding the matters set forth herein, and any other prior or existing understanding or agreements by the parties whether formal or informal, regarding these matters are hereby superseded or terminated in their entirety. However, except as modified herein, to the extent existing Metropolitan Water District Administrative Code provisions, resolutions, policies, general instructions, rules and regulations in effect on June 19, 1993 (collectively referred to as "requirements") relate to matters within the scope of representation or require consultation in good faith pursuant to the Meyers-Milias-Brown Act or any successor legislation, they shall continue in full force and effect as to any appropriate unit represented by ACE unless changed or eliminated by the District after expiration of this MOU and after the District has, to the extent required by law, met and conferred or consulted. The District may add new requirements not in conflict with this MOU which are to be applicable to any appropriate unit represented by ACE after any required meeting and conferring or consulting. The District's right to change or eliminate portions of the aforesaid requirements or to add new requirements, which are not within the scope of representation or not subject to consultation, shall remain unimpaired. It is agreed and understood that, subject to Section 2, during the term of this MOU ACE voluntarily waives its right to meet and confer, and agrees that the District shall not be required to meet and confer in good faith (1) on any subject preempted by existing federal or state law or by District Administrative Code, and (2) with respect to any subject or matter within the scope of representation, whether or not referred to or covered in this MOU, even though such subject or matter may not have been within the knowledge or contemplation of either or both parties at the time they met and negotiated on and executed this MOU, and even though such subjects or matters were proposed and later withdrawn.

Except as otherwise specifically provided in this MOU, it is understood and agreed that this MOU is subject to any lawful rules and regulations enacted by the District which do not conflict with the specific salary and benefit provisions of this MOU. If any part or provision of this MOU is in conflict or inconsistent with such rules and regulations, or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part or provision shall be suspended and superseded by

such applicable regulation, and the remainder of this MOU shall not be affected thereby. It is specifically understood and agreed that the rights of District management as defined in Administrative Code Section 6103, are incorporated by reference, and shall be binding on the parties to this MOU.

No agreement, alteration, understanding, variation, waiver or modification of any of the terms or provisions contained herein shall in any manner be binding upon the parties hereto unless made and executed in writing by both parties hereto, and if required, approved and implemented by the District's Board of Directors.

The waiver of any breach, term, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all of its terms and provisions.

SECTION 15--AUTHORIZED AGENTS

For purposes of administering the terms and provisions of this MOU or receiving any notice to be given hereunder:

The District's representative shall be the District's Director of Personnel or the Director's designee (address: The Metropolitan Water District of Southern California, Post Office Box 54153, Los Angeles, California 90054). ACE's representative shall be the ACE President or the President's designee (address: Association of Confidential Employees of The Metropolitan Water District of Southern California, c/o The Metropolitan Water District of Southern California, Post Office Box 54153, Los Angeles, California 90054).

The parties have executed this MOU as of the date herein above first shown.

For The Metropolitan Water District
of Southern California

For the Association of
Confidential Employees
Metropolitan Water District
of Southern California

General Manager

President

Negotiators:

EXHIBIT "A"

METROPOLITAN TAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

GRADE LIST
EFFECTIVE SEPTEMBER 12, 1993

CONFIDENTIAL EMPLOYEES ASSOCIATION - (UNIT 05)

GRADE	HOURLY RANGE	TITLE	POSITIONS AUTHORIZED	TOTAL
19	\$ 11.56-14.39	CONF. OFFICE SERVICES ASST. I	2	2
24	\$ 13.27-16.53	CONF. OFFICE SERVICES ASST. II CONF. SENIOR CLERK	2 0	2
28	\$ 14.81-18.44	CONF. OFFICE SERVICES ASST. III CONF. ADMINISTRATIVE ASSISTANT I	1 0	1
31	\$ 16.09-20.03	CONF. LEGAL SECRETARY III CONF. ADMINISTRATIVE SECRETARY I	2 1	3
32	\$ 16.53-20.59	CONF. ADMINISTRATIVE ASSISTANT II	0	0
33	\$ 17.00-21.15	CONF. OFFICE SERVICES SUPERVISOR	1	1
35	\$ 17.96-22.36	CONF. ADMINISTRATIVE SECRETARY II PERSONNEL ANALYST I	1 2	3
36	\$ 18.44-22.98	CONF. ADMINISTRATIVE ASSISTANT III	1	1
37	\$ 18.98-23.61	SECRETARY TO ASST. GENERAL COUNSEL	1	1
40	\$ 20.59-25.64	SECRETARY TO ASST. GENERAL MANAGER	3	3
41	\$ 21.15-26.38	CONF. ADMINISTRATIVE ANALYST PERSONNEL ANALYST II ASST. TO EXECUTIVE SECRETARY	1 6 1	8
42	\$ 21.75-27.08	SAFETY & SECURITY SPECIAL AGENT	1	1
44	\$ 22.98-28.64	*SECRETARY TO GENERAL COUNSEL	1	1
45	\$ 23.61-29.43	CONF. PROGRAMMER ANALYST III SPECIAL AGENT III	1 3	4
46	\$ 24.28-30.27	*CONF. SR. ADMINISTRATIVE ANALYST NURSE PRACTITIONER ADMINISTRATIVE ASST. TO GENERAL MANAGER OCCUPATIONAL SAFETY/HEALTH REP. III <u>*SR. PERSONNEL ANALYST</u>	0 1 1 5 <u>8</u>	7 <u>15</u>
50	\$ 27.08-33.71	*GOVERNMENTAL RELATIONS REPRESENTATIVE	1	1

GRADE	HOURLY RANGE	TITLE	POSITIONS AUTHORIZED	TOTAL
51	\$ 27.86-34.62	*SUPERVISING NURSE PRACTITIONER	1	1
52	\$ 28.64-35.57	*CONF. PR. ADMINISTRATIVE ANALYST <u>*PR. PERSONNEL ANALYST</u>	4 <u>6</u>	4 <u>10</u>
54	\$ 30.27-37.52	*SR. GOV'T. RELATIONS REP.	2	2
<u>56</u>	<u>\$ 31.94-39.56</u>	<u>*MANAGER, PERSONNEL SVCS.</u>	<u>1</u>	<u>1</u>
<u>58</u>	<u>\$ 33.71-41.75</u>	<u>*EMPLOYEE RELATIONS ADMINISTRATOR</u>	<u>1</u>	<u>1</u>
			TOTAL	46 <u>62</u>

* NOT ELIGIBLE FOR OVERTIME