

MEMO



**Consent
Item #: 5**

Meeting Date: March 24, 2023

To: Board of Directors
From: Berta R. Torres, HR Manager
Approved by: Felipe Melchor, General Manager

Subject: Request Approval of New Pay Stipend of 5% for Team Lead

RECOMMENDATION

That the Board approve the implementation of the new pay stipend of 5% for Team Lead.

BACKGROUND AND DISCUSSION

The Personnel Committee reviewed Staff's proposal at the March 1, 2023, meeting and gave their support and recommendation for Board of Directors approval.

The Landfill Operations Department operates 11.5 hours per day, with the early crew starting work at 5AM to set up the landfill to receive material and the closing crew ending the day at 4:30PM or as close to that as possible, depending on workload. Because of the long operational hours, the department had been staffed with two supervisors – one to oversee opening activities and the other to oversee closing activities with some overlap. In July 2020, the decision was made to eliminate one supervisor positions as a cost-saving measure to address the financial impacts of COVID19. The department has the benefit of having several employees with many years of experience and the departure of the second supervisor provided the opportunity for several of the long-term employees to demonstrate their knowledge and experience in coordinating the day-to-day workflows and assisting their less experienced peers with training and answering questions as they arise.

Staff proposes creating a new Team Lead Pay Stipend of 5% to formally designate and compensate team leads for the leadership support they provide in coordinating the work of their team in the absence of a supervisor. A new pay stipend requires board approval. The 5% pay increase is consistent with the pay differential of similar roles that currently provide lead direction (Sr. Heavy Equipment Technician, Sr. MRF Operator, etc.) throughout the District. A pay stipend would provide more flexibility to designate team leads throughout the organization for specific periods of time or as needed and would not be limited to one specific person, as with a classification like that of Senior. Team lead designations would be based on qualifications and experience, at the discretion of management. Team lead responsibilities would be limited to day-to-day work coordination, workflow management and training less experienced peers and would not include the higher-level responsibilities of a supervisor, such as coaching and discipline, scheduling/time management, etc. In addition to the landfill operations supervisor, the department is supported by a landfill operations manager (temporarily vacant) who provides

Physical Address

14201 Del Monte Blvd.
Salinas, CA 93908

Mailing Address

P.O. Box 1670
Marina, CA 93933

Phone / Fax

831-384-5313 PHONE
831-384-3567 FAX

Web / Social

ReGenMonterey.org
@ReGenMonterey

Let's not waste this.



general operational direction and oversight and handles employee relations matters. A second supervisor would not be necessary at this time. This matter has been discussed with the Union representatives and there is agreement.

FINANCIAL IMPACT

The financial impact will be minimal for the remainder of the fiscal year and will be paid for from savings of budgeted vacant positions. Future expense will be accounted for in future annual personnel budgets and is estimated at \$4,100 per year on average (\$82,000 X 5%) per person.

CONCLUSION

Board approval is requested for a new pay stipend of 5% for Team Lead to provide appropriate recognition and compensation to employees who assume responsibility of leading team workflow in absence of supervisor, as recommended by staff and the Personnel Committee.

//