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Title: Action to Approve Amendments to the Hourly Rate for the As-Needed Classifications of Per Diem Dispatcher and Traffic Control Officer, and to Adopt a Resolution Approving and Adopting an Updated As-Needed Salary Plan Reflecting the Amended Hourly Rates

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Attachments: 1. Job Description for Per Diem Dispatcher (As-Needed), 2. Job Description for Traffic Control Officer (As-Needed), 3. Resolution, 4. 2019 As-Needed Unclassified Schedule (effective 2019-09-08), 5. Resolution

Date	Ver.	Action By	Action	Result
8/27/2019	1	City Council and Authorities Concurrent	Approved	

REPORT TO COUNCIL

SUBJECT

Action to Approve Amendments to the Hourly Rate for the As-Needed Classifications of Per Diem Dispatcher and Traffic Control Officer, and to Adopt a Resolution Approving and Adopting an Updated As-Needed Salary Plan Reflecting the Amended Hourly Rates

BACKGROUND

The City of Santa Clara relies on the sworn and civilian law enforcement professionals to provide staffing at Levi’s Stadium for approximately 18 large scale events, annually.

Depending on the size and scope of each event, approximately three to five Public Safety Dispatchers are scheduled to deploy police, fire and emergency medical personnel and equipment within the stadium footprint, interior and exterior. Due to the nature of their assignment, Public Safety Dispatchers are typically the first wave of staff to arrive and the last to depart. It is not uncommon for their shifts to be over 12 hours. Full-time Public Safety Dispatchers that work overtime at Levi’s Stadium receive time-and-a-half of their hourly rate of pay, per the Public Safety Non-Sworn Employees Association (Unit 10) Memorandum of Understanding. To date, Levi’s Stadium events have been staffed through voluntary compliance, with the exception of SuperBowl 50, which allows employees to decide how to spend their off-duty time.

Anticipating the staffing needs of Levi’s Stadium, the Police Department worked with the Human Resources Department to establish a Per Diem Dispatcher classification (temporary as-needed) prior to the Stadium’s opening. The minimum qualifications include possession of a current P.O.S.T. Basic Dispatch certificate and a minimum of one year of paid experience, preferably in the public safety related position. The current hourly rate for Per Diem Dispatcher (temporary as-needed) is \$40.36.

As the Police Department became familiar with managing events of this size within the Stadium’s unique footprint, adjustments were made to the Traffic Management Operations Plan and corresponding personnel deployment strategies.

As a cost savings measure, the Police Department worked with the Human Resources Department to develop a Traffic Control Special Events (TCO) classification (temporary as-needed) in lieu of utilizing full-time police officers for pedestrian and traffic control on the exterior of the facility. These temporary employees were initially paid \$22.00 per hour.

Roughly 72 TCOs are on payroll, with approximately 10% inactive; the Police Department is working to make contact with the inactive TCOs to determine their status for the 2019 NFL season. Despite this solid number, there is a significant need for TCO’s for major events. In addition, the availability and interest of these as-needed employees has ebbs and flows. The current hourly rate for a TCO is \$22.20.

All public safety expenses associated with events at Levi’s Stadium, including as-needed personnel, are reimbursed to the City by the Stadium Authority.

DISCUSSION

Per Diem Dispatcher (Temporary As-Needed)

As the Police Department forecasts the staffing needs in anticipation of the 2019 Levi’s Stadium special events season, it would be beneficial to expand the pool of Per Diem Dispatchers.

The City of Santa Clara’s Per Diem Dispatcher hourly wage is not competitive with the market. In order to attract qualified individuals in this competitive market, the Police Department is recommending an increase in the Per Diem Dispatcher hourly rate from \$40.36 per hour to \$60.00 per hour. This would be the first salary adjustment for the Per Diem Dispatchers since the classification was created with the opening of Levi’s Stadium. This hourly wage increase would continue to be reimbursed to the City of Santa Clara for events at Levi’s Stadium. It should be noted, the Per Diem Special Event Officer classification has received two increases in the same timeframe, from \$55.00 to \$75.00 per hour.

Agency	Hourly Wage for Per Diem Public Safety Dispatchers
Los Altos	\$62.00
Mountain View	\$60.93 - \$74.05
Palo Alto	\$50.00*
Santa Clara	\$40.36
Sunnyvale	\$50.00

**Palo Alto currently considering an increase to its’ Per Diem Dispatcher hourly wage; proposal submitted is for \$70 per hour.*

A successor memorandum of agreement between the City of Santa Clara and the Public Safety Non-Sworn Employees Association (Unit 10) was approved by City Council on August 20, 2019. The hourly rates for the full-time Public Safety Dispatcher series are as follows:

City of Santa Clara Dispatcher Series	Hourly Wage *	Overtime Hourly Wage *
Public Safety Dispatcher I	\$42.41 - \$51.42	\$63.62 - \$77.13
Public Safety Dispatcher II	\$45.55 - \$55.35	\$68.33 - \$83.03
Public Safety Dispatcher III	\$49.03 - \$59.54	\$73.55 - \$89.31
Senior Public Safety Dispatcher	\$52.66 - \$64.13	\$78.99 - \$96.20

*These hourly rates do not include longevity pay.

Traffic Control Officer (Temporary As-Needed)

To retain our existing pool of TCO's and continue to attract new applicants, a 12.6% adjustment in the hourly rate (\$2.80 increase; \$25.00 per hour) is recommended to be implemented in preparation for the 2019 NFL season.

Updated Salary Plan

Section 9 of the Personnel and Salary Resolution requires City Council approval of the compensation plans for As-Needed classifications. California Code Regulations Section 570.5 requires the adoption of updated publicly available salary schedules by the governing body. The attached Resolution approves and adopts the updated salary plan for the Per Diem Dispatcher and Traffic Control Officer (temporary as-needed) classifications.

ENVIRONMENTAL REVIEW

This action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

The use of Per Diem Dispatchers and Traffic Control Officers at Levi's Stadium is minimal and the costs associated with such are reimbursed to the City of Santa Clara by the Stadium Authority.

COORDINATION

This report has been coordinated with the Human Resources Department, City Attorney's Office and Police Department.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Approve amendments to the Hourly Rate for the As-Needed Classifications of Per Diem Dispatcher and Traffic Control Officer; and

2. Adopt a Resolution approving and adopting the updated As-Needed salary plan reflecting the amended hourly rates.

Reviewed by: Michael J. Sellers, Chief of Police

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Job Description for Per Diem Dispatcher (As-Needed)
2. Job Description for Traffic Control Officer (As-Needed)
3. Resolution
4. 2019 As-Needed Unclassified Schedule (effective 2019-09-08)