Salary, Compensation, & Leave Summary

APPOINTED DEPARTMENT HEADS and ASSISTANT DEPARTMENT HEADS
SANTA CRUZ COUNTY

See Human Resources Regulations & References of Santa Cruz County, Section 160
Contact your Departmental Human Resources Liaison with questions

VACATION (Section 166.3) – Employees are eligible after 1 year; full-time employees begin earning at a rate of 16 days per year, increasing to 31 days per year after 15 years.

SICK LEAVE (Section 166.4) – Eligible on the 90th day of employment; receive accruals equivalent to 48 hours a year for full-time employees.

ADMINISTRATIVE LEAVE (Section 166.5) – Advanced Initial 40 hours to be used as paid time off; additional 80 hours per year on-going which may be taken as leave or in cash (pro-rated for part-time employees). Any Administrative Leave earned during a year and not taken will be cashed out the last pay date of the calendar year.

BUSINESS EXPENSE ALLOWANCE (Section 165.D) – $100 a year; paid at end of 1st quarter of fiscal year.

HOLIDAYS (Section 166.1) – 14 days a year.

JURY DUTY/REQUIRED COURT LEAVE (Section 166.6) – All employees except extra-help shall be granted leave with pay from their work for such time as they may be required to serve in a court of law.

BEREAVEMENT LEAVE (Section 166.6) – 3 days in California, 5 days out-of-state.

OASDI (FICA) – For employees who are PERS Miscellaneous members, the County and employee each pay a contribution of 7.65%. For employees who are PERS Safety members, the County and employee each pay a Medicare contribution of 1.45%.

RETIREMENT – All employees in this unit are PERS Miscellaneous members except for the Chief Probation Officer, Assistant Chief Probation Officer, Undersheriff and Sheriff's Chief Deputies, who are PERS Safety members. Employees who previously worked for the County of Santa Cruz return to the retirement formula they had at the time of their separation regardless of the length of separation. All other employees' retirement formulas are as follows:

Tier 1: Hired before 12/17/12 (PERS Miscellaneous) or 6/9/12 (PERS Safety)
- PERS Miscellaneous: 2% @ 55, Maximum Benefit Factor 2.418% @ 63, employees pay their own 7% PERS contribution. Retirement benefits based on single highest year.
- PERS Safety (County Peace Officer): 2% @ 50, Maximum Benefit Factor 2.7% @ 55, employees pay their own 9% PERS contribution and 3% of the employer contribution. Retirement benefits based on single highest year.
- PERS Safety (Local Sheriff): 3% @ 50, Maximum Benefit Factor 3% @ 55, employees pay their own 9% PERS contribution and 3% of the employer contribution. Retirement benefits based on single highest year.

Tier 2: Hired between 12/17/12 and 12/31/12 (PERS Miscellaneous) or between 6/9/12 and 12/31/12 (PERS Safety), or anytime within six months of separating from a budgeted position with another California public employer in the CalPERS system or another reciprocal retirement system so long as you began your appointment with that agency prior to 1/1/13.
- PERS Miscellaneous: 2% @ 60, Maximum Benefit Factor 2.418% @ 63, employees pay their own 7% PERS contribution. Retirement benefits based on 3-year final average.
- PERS Safety (County Peace Officer): 2% @ 50, Maximum Benefit Factor 2.7% @ 55, employees pay their own 9% PERS contribution and 3% of the employer contribution. Retirement benefits based on 3-year final average.

- PERS Safety (Local Sheriff): 3% @ 55, Maximum Benefit Factor 3% @ 55, employees pay their own 9% PERS contribution and 3% of the employer contribution. Retirement benefits based on 3-year final average.

Tier 3: New employees hired 1/1/13 or later who do not fit into Tier 1 or Tier 2

- PERS Miscellaneous: 2% @ 62, Maximum Benefit Factor 2.5% @ 67, employees pay their own 7.75% PERS contribution. Retirement benefits based on 3-year final average.
- PERS Safety (County Peace Officer): 2% @ 50, Maximum Benefit Factor 2.7% @ 57, employees pay their own 13.25% PERS contribution. Retirement benefits based on 3-year final average.
- PERS Safety (Local Sheriff): 2% @ 50, Maximum Benefit Factor 2.7% @ 55, employees pay their own 13.50% PERS contribution. Retirement benefits based on single highest year.

DISCLAIMER: THE ABOVE INFORMATION IS BASED ON THE COUNTY'S UNDERSTANDING OF CURRENTLY AVAILABLE INFORMATION ON EMPLOYEE PENSIONS. CALPERS, NOT THE COUNTY, MAKES THE FINAL DETERMINATION AS TO RETIREMENT PENSION TIER AND FORMULA.

SALARY STEP INCREASES (Section 161.G) – Step advancements are predicated upon merit and length of service, and each part-time or full-time employee in a budgeted position may receive an increase at the completion of each 2080 hours of satisfactory or better service.

MILEAGE REIMBURSEMENT (Section 165.E) – Receive mileage reimbursement for out-of-county travel on County business in authorized private vehicle. Adjustment included in base pay is reimbursement for all in-county mileage.

ALTERNATIVE COMMUTE PROGRAMS – Van Pool, bike lockers and bicycle enclosure, and free bus passes for County Government Center work location.

The above information is summarized and simplified, is subject to change and is intended to provide an overview of benefits for this employee group. The information does not substitute for actual documents, regulations and/or descriptions of the plans.

Employees may access the Memorandum of Understanding and a variety of human resources related information on the County website at:
https://www.santacruzcountyca.gov/Departments/HumanResources/LaborRelations.aspx.
This includes human resources forms and information, Personnel Regulations, Personnel Administrative Manual, Salary Schedule, and Class Specifications.

NOTICES:

- Offers of employment are contingent upon your passing the pre-employment medical examination and any required background investigation/fingerprint clearance.
- Employment, compensation and benefit commitments or statements made by any person(s) which conflict with or are inconsistent with regulations or with policies adopted by the Board of Supervisors are null and void.