



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE
MAYOR

Sent via Electronic Mail

May 8, 2014

SCOTT R. HELDFOND
PRESIDENT

NOTICE OF CIVIL SERVICE COMMISSION MEETING

E. DENNIS NORMANDY
VICE PRESIDENT

SUBJECT: 1) ANNUAL SALARY ADJUSTMENT FOR THE THIRD YEAR OF A FIVE -YEAR CYCLE FOR SALARY OF ELECTED OFFICIALS (MAYOR, CITY ATTORNEY, DISTRICT ATTORNEY, PUBLIC DEFENDER, ASSESSOR-RECORDER, TREASURER, AND SHERIFF) IN ACCORDANCE WITH CHARTER SECTION A8.409-1 FOR FISCAL YEAR 2014-15.

DOUGLAS S. CHAN
COMMISSIONER

KATE FAVETTI
COMMISSIONER

2) ANNUAL CERTIFICATION OF BENEFITS FOR ELECTED OFFICIALS OF THE CITY AND COUNTY OF SAN FRANCISCO (INCLUDING MEMBERS OF THE BOARD OF SUPERVISORS) FOR FISCAL YEAR 2014-15 IN ACCORDANCE WITH CHARTER SECTION A8.409-1.

GINA M. ROCCANOVA
COMMISSIONER

The above matters will be considered by the Civil Service Commission at a meeting to be held on **May 19, 2014 at 2:00 p.m. in Room 400**, Fourth Floor, City Hall, 1 Dr. Carlton B. Goodlett Place.

These items will appear on the Executive Officer's Report. Please refer to the attached Notice for procedural and other information about Commission hearings. Attendance by you or an authorized representative is welcomed.

All materials being considered by the Civil Service Commission for these items are available for public inspection and copying at the Civil Service Commission office Monday through Friday from 8:00 a.m. to 5:00 p.m.

JENNIFER C. JOHNSTON
EXECUTIVE OFFICER

CIVIL SERVICE COMMISSION

A handwritten signature in blue ink, appearing to read "Jennifer Johnston".

JENNIFER JOHNSTON
Executive Officer

Attachment

- c: The Honorable Edwin Lee, Mayor
- The Honorable David Chiu, President, Board of Supervisors
- The Honorable John Avalos, Member, Board of Supervisors
- The Honorable David Campos, Member, Board of Supervisors
- The Honorable Katy Tang, Member, Board of Supervisors
- The Honorable Malia Cohen, Member, Board of Supervisors
- The Honorable London Breed, Member, Board of Supervisors
- The Honorable Mark Farrell, Member, Board of Supervisors
- The Honorable Jane Kim, Member, Board of Supervisors
- The Honorable Eric Mar, Member, Board of Supervisors
- The Honorable Norman Yee, Member, Board of Supervisors
- The Honorable Scott Wiener, Member, Board of Supervisors
- The Honorable Jeff Adachi, Public Defender
- The Honorable Jose Cisneros, Treasurer
- The Honorable George Gascón, District Attorney
- The Honorable Ross Mirkarimi, Sheriff
- The Honorable Dennis Herrera, City Attorney
- The Honorable Carmen Chu, Assessor-Recorder
- Jay Huish, Executive Director, Employees' Retirement System
- Micki Callahan, Human Resources Director
- Angela Calvillo, Clerk, Board of Supervisors
- Catherine Dodd, Health Service System
- Cindy Czerwin, Budget and Revenue Manager, Controller's Office
- Steve Ponder, Manager, Compensation Unit, DHR
- Ben Rosenfield, Controller
- James Smothers, Director, PPSD
- Kate Howard, Mayor's Budget Director

NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES

A. Commission Office

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (415) 252-3247. The fax number is (415) 252-3260. The email address is civilservice@sfgov.org and the web address is www.sfgov.org/civil_service. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

B. Policy Requiring Written Reports

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

C. Policy on Written Submissions by Appellants

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4th) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). An original and nine (9) copies on 8 1/2-inch X 11 inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

D. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement

A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (415) 252-3247 and confirmed in writing or by fax at (415) 252-3260.

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

E. Policy and Procedure on Hearing Items Out of Order

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

F. Procedure for Commission Hearings

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda*, presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.

For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission. Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

G. Policy on Audio Recording of Commission Meetings

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at www.sfgov.org/civil_service/.

H. Speaking before the Civil Service Commission

Speaker cards are not required. The Commission will take public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended.

I. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Information on Disability Access

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (415) 252-3254 or (415) 252-3247 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Andrea Ausberry, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: soff@sfgov.org, or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site <http://www.sfgov.org/ethics/>.

Materials Distributed to Commissioners After Distribution of Agenda Packet

If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials are available for public inspection at the Civil Service Commission office, 25 Van Ness Avenue, Suite 720 during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).




CIVIL SERVICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE
MAYOR

Date: May 19, 2014

To: Civil Service Commission

From: Luz Morganti 
Senior Personnel Analyst

Subject: **Annual Salary Adjustment (3rd year of 5-year cycle) for Elected Officials (Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff) in accordance with Charter Section A8.409-1 for Fiscal Year 2014-15**

SCOTT R. HELDFOND
PRESIDENT

E. DENNIS NORMANDY
VICE PRESIDENT

DOUGLAS S. CHAN
COMMISSIONER

KATE FAVETTI
COMMISSIONER

GINA M. ROCCANOVA
COMMISSIONER

Civil Service Commission Authority - Salary Setting and Annual Salary Adjustment

Elected Officials Salary Setting: Charter Section A8.409-1 Employees Covered

Charter Section A8.409-1 (Proposition C - November 2006) provides that the Civil Service Commission shall set the wages and benefits of all elected officials of the City and County of San Francisco. On May 7, 2012, Civil Service Commission certified the base salary for elected officials (Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff) for the five (5) year salary cycle to apply for the period from July 1, 2012 through June 30, 2017. (Attachment A)

Elected Officials Salary Adjustment: Charter Section A8.409-1 Employees Covered

In addition, Charter Section A8.409-1 provides that, "For the second, third, fourth, and fifth years of the period for which any base five-year salary has been set, the Commission shall annually adjust the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff, to account for upward annual movement in the Consumer Price Index during the prior calendar year; provided, that whenever the upward movement in the Consumer Price Index during the prior calendar year exceeds 5%, the cost-of-living adjustment shall not be the actual increase in the Consumer Price Index for the prior calendar year but instead shall be 5%. The annual cost-of-living adjustment shall take effect July 1 of the second, third, fourth, and fifth years of the period for which the base five-year salary has been set."

Fiscal Year 2014-15 is the 3rd year of the 5-year cycle.

JENNIFER C. JOHNSTON
EXECUTIVE OFFICER

Consumer Price Index

The CPI for All Urban Consumers (CPI-U) includes wage earners and clerical worker households, groups such as professional, managerial, and technical workers, the self-employed, short term workers, the unemployed, and retirees and others not in the labor force. According to the United States Department of Labor, Bureau of Labor Statistics, the CPI-U is the most widely used measure of inflation. The index is used as a guide in making economic decisions and as a means for adjusting income payments. The Bureau also estimates that over two (2) million workers are covered by collective bargaining agreements which tie wages to the CPI.

Charter Section A8.409-1 states that the Civil Service Commission shall annually adjust the respective salaries to account for upward annual movement in the Consumer Price Index during the prior calendar year setting increases up to a maximum of 5%. In addition, the Commission directed that the salary will not decrease in the event the CPI-U falls below zero. When determining cost of living adjustments for elected officials the Commission considers the CPI-U for the San Francisco, Oakland and San Jose metropolitan area. **The CPI-U change from December 2012 to December 2013 is a 2.6% increase.** (Attachment B)

Therefore, in accordance with Charter Section A8.409-1, for the third (3rd) year of the five (5) year cycle for elected officials the salaries shall be increased by 2.6% effective July 1, 2014.

Annual Salary Adjustment

Fiscal Year 2013-14 Certified Salaries

In Fiscal Year 2013-14, the salaries of elected officials were adjusted as there was a 2.2% increase in the CPI-U.

The Fiscal Year 2013-14 salaries certified by the Commission for elected officials are as follows:

Certified Salaries of Elected Officials Fiscal Year 2013-14		
Class	Title	Annual
4290	Assessor-Recorder	\$177,558
8197	City Attorney	\$228,688
8198	District Attorney	\$245,720
1190	Mayor	\$278,089
8196	Public Defender	\$222,361
4390	Treasurer-Tax Collector	\$173,057
8350	Sheriff	\$212,988

Fiscal Year 2014-15 Proposed Adjusted Salaries

The Fiscal Year 2014-15 salaries based on the 2.6% CPI-U (increase) change for elected officials are as follows:

Salaries of Elected Officials Fiscal Year July 1, 2014 to June 30, 2015			
Class/Title	FY 2013-14 Certified Salary	2.6% Increase Based on CPI-U Change	FY 2014-15 Salary (includes 2.6% increase)
4290 Assessor-Recorder	\$177,558	\$4,617	\$182,175
8197 City Attorney	\$228,688	\$5,946	\$234,634
8198 District Attorney	\$245,720	\$6,389	\$252,109
1190 Mayor	\$278,089	\$7,230	\$285,319
8196 Public Defender	\$222,361	\$5,781	\$228,142
4390 Treasurer-Tax Collector	\$173,057	\$4,499	\$177,556
8350 Sheriff	\$212,988	\$5,538	\$218,526

Recommendation: *In accordance with Charter Section A8.409-1, for the third (3rd) year of the five (5) year cycle for elected officials the salaries shall be increased by 2.6% effective July 1, 2014 through June 30, 2015.*

Accept the report; certify the salary of elected officials for timely transmittal to the Controller for inclusion in the FY 2014-15 budget.

Attachments

- c: The Honorable Edwin Lee, Mayor
- The Honorable Jeff Adachi, Public Defender
- The Honorable Jose Cisneros, Treasurer
- The Honorable George Gascón, District Attorney
- The Honorable Ross Mirkarimi, Sheriff
- The Honorable Dennis Herrera, City Attorney
- The Honorable Carmen Chu, Assessor-Recorder
- Jay Huish, Executive Director, Employees' Retirement System
- Micki Callahan, Human Resources Director
- Catherine Dodd, Health Service System
- Steve Ponder, Manager, Compensation Unit, DHR
- Ben Rosenfield, Controller
- Debra Nebreda, Director, PPSD
- Kate Howard, Mayor's Budget Director

City and County of San Francisco Charter

A8.409-1 EMPLOYEES COVERED

These Sections A8.409 through A8.409-6, inclusive, shall apply to all miscellaneous officers and employees except as set forth in Section A8.590-1 et seq. and including employees of San Francisco Unified School District and San Francisco Community College District to the extent authorized by state law. The provisions of Charter sections 8.400(h), 8.401-1, and 8.407 are hereby repealed and shall be of no further force and effect. Employee organizations representing employees in classifications covered by section A8.403 and A8.404 of this Charter may elect to include those classifications within the coverage of this part as a separate bargaining unit, provided however, that the election shall not become effective without the written approval of the Mayor and Board of Supervisors. The election shall be irrevocable and such employees shall not thereafter be subject to the provisions of section A8.403 and A8.404.

Employees in classifications not represented by a recognized employee organization shall be entitled to represent themselves with the City and County over wages, hours and other terms and conditions of employment to the extent required by state law and shall not be subject to the arbitration provisions of Section A8.409-4 of this Charter. The Mayor annually shall propose all forms of compensation for unrepresented employees including salaries, hours, benefits, and other terms and conditions of employment subject to approval or disapproval of the Board of Supervisors. Consistent with other provisions of this Charter, the civil service commission may adopt rules and procedures relating to said unrepresented employees.

Except as otherwise provided by this Charter the Civil Service Commission shall set the wages and benefits of all elected officials of the City and County of San Francisco as follows: The Commission shall conduct a salary survey of the offices of chief executive officer, county counsel, district attorney, public defender, assessor-recorder, treasurer, and sheriff, in the counties of Alameda, Contra Costa, Marin, San Mateo, and Santa Clara. The Commission shall then average the salaries for each of those offices to determine respectively the base five-year salaries for the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff.

If any of the aforementioned counties do not have an office of public defender, that county shall be omitted from the salary survey for purposes of determining the base five-year salary of the Public Defender. Among the aforementioned counties, any freestanding county assessor's office or any county office in which the assessor's function is combined with other county functions, shall be deemed comparable to the office of Assessor-Recorder for purposes of determining the base five-year salary of the Assessor-Recorder. If any of the aforementioned counties do not have a comparable county office of treasurer, the county office whose functions most closely resemble the Treasurer's functions in San Francisco shall be deemed comparable to the office of Treasurer for purposes of determining the base five-year salary of the Treasurer.

The initial base five-year salary determination for the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff shall apply to the period from July 1, 2007 through June 30, 2012. Subsequent base five-year salary determinations for those offices shall apply to subsequent five-year periods, for example, July 1, 2012 through June 30, 2017.

City and County of San Francisco Charter

A8.409-1 EMPLOYEES COVERED (continued)

For the second, third, fourth, and fifth years of the period for which any base five-year salary has been set, the Commission shall annually adjust the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff, to account for upward annual movement in the Consumer Price Index during the prior calendar year; provided, that whenever the upward movement in the Consumer Price Index during the prior calendar year exceeds 5%, the cost-of-living adjustment shall not be the actual increase in the Consumer Price Index for the prior calendar year but instead shall be 5%. The annual cost-of-living adjustment shall take effect July 1 of the second, third, fourth, and fifth years of the period for which the base five-year salary has been set.

Except as noted below, in setting the initial and subsequent base five-year salary determinations for the offices of Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff, the Commission may not reduce the respective salaries of any of those offices. If implementation of the process for setting the base five-year salary would otherwise result in a salary reduction for any of those offices, the base five-year salary for the affected office or offices shall be the existing salary for the office.

If the City and County of San Francisco and employee organizations agree to amend the compensation provisions of existing memoranda of understanding to reduce costs, the Commission shall review and amend the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff as necessary to achieve comparable cost savings in the affected fiscal year or years.

The Commission shall annually set the benefits of elected officials, to take effect July 1 of each year. Benefits of elected officials may equal but may not exceed those benefits provided to any classification of miscellaneous officers and employees as of July 1 of each year.

In addition, subject to the approval or disapproval of the Board of Supervisors, the Mayor may create, for employees designated as management, a management compensation package that recognizes and provides incentives for outstanding managerial performance contributing to increased productivity and efficiency in the work force. In formulating such a package, the Mayor shall take into account data developed in conjunction with the civil service commission regarding the terms of executive compensation in other public and private jurisdictions. (Amended March 2004; Amended by Proposition C, Approved 11/7/2006)

U.S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS
 Western Information Office, 90 7th St., Suite 14-100, San Francisco, CA 94103
 Information Staff (415) 625-2270 / Fax (415) 625-2351

SAN FRANCISCO-OAKLAND-SAN JOSE
 Consumer Price Index, All Items, 1982-84=100 for All Urban Consumers (CPI-U)

YEAR	SEMIANNUAL												ANNUAL AVERAGE		
	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC		1ST HALF	2ND HALF
1994	147.5	147.4	148.2	148.0	148.3	148.1	148.9	149.4	149.4	149.4	149.8	149.4	147.9	149.4	148.7
1995	150.3	150.5	151.1	151.5	151.3	151.7	151.5	151.5	152.3	152.6	152.4	152.1	151.1	152.1	151.6
1996	152.9	153.2	152.9	153.9	155.1	155.2	155.9	155.6	156.3	156.9	156.9	156.0	153.9	156.3	155.1
1997	157.0	157.9	159.2	159.6	159.8	160.0	160.6	161.2	161.6	162.5	162.6	162.6	158.9	161.9	160.4
1998		163.2		164.6		165.5		166.6		167.2		167.4	164.2	166.9	165.5
1999		169.4		172.2		171.8		173.5		175.2		174.5	170.8	174.2	172.5
2000		176.5		178.7		179.1		181.7		183.4		184.1	177.7	182.6	180.2
2001		187.9		189.1		190.9		191.0		191.7		190.6	188.7	191.1	189.8
2002		191.3		193.0		193.2		193.5		194.3		193.2	192.3	193.7	193.0
2003		197.7		197.3		196.3		196.3		196.3		195.3	196.8	196.1	196.4
2004		198.1		198.3		199.0		198.7		200.3		199.5	198.2	199.5	198.8
2005		201.2		202.5		201.2		203.0		205.9		203.4	201.5	203.9	202.7
2006		207.1		208.9		209.1		210.7		211.0		210.4	207.9	210.6	209.2
2007		213.688		215.842		216.123		216.240		217.949		218.485	214.736	217.361	216.048
2008		218.612		222.074		225.181		225.411		225.824		218.528	221.730	223.804	222.767
2009		222.166		223.854		225.692		225.801		226.051		224.239	223.305	225.484	224.395
2010		226.145		227.697		228.110		227.954		228.107		227.658	226.994	227.944	227.469
2011		229.981		234.121		233.646		234.608		235.331		234.327	232.082	234.698	233.390
2012		236.880		238.985		239.806		241.170		242.834		239.533	238.099	241.201	239.650
2013		242.677		244.675		245.935		246.072		246.617		245.711	243.894	241.201	245.023

Table of over-the-year percent increases. An entry for Feb. 2006 indicates the percentage increase from Feb. 2005 to Feb. 2006.

YEAR	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	1ST HALF	2ND HALF	ANNUAL AVERAGE
1995	1.9	2.1	2.0	2.4	2.0	2.4	1.7	1.4	1.9	2.1	1.7	1.8	2.2	1.8	2.0
1996	1.7	1.8	1.2	1.6	2.5	2.3	2.9	2.7	2.6	2.8	3.0	2.6	1.9	2.8	2.3
1997	2.7	3.1	4.1	3.7	3.0	3.1	3.0	3.6	3.4	3.6	3.6	4.2	3.2	3.6	3.4
1998		3.4		3.1		3.4		3.3		2.9		3.0	3.3	3.1	3.2
1999		3.8		4.6		3.8		4.1		4.8		4.2	4.0	4.4	4.2
2000		4.2		3.8		4.2		4.7		4.7		5.5	4.0	4.8	4.5
2001		6.5		5.8		6.6		5.1		4.5		3.5	6.2	4.7	5.4
2002		1.8		2.1		1.2		1.3		1.4		1.4	1.9	1.4	1.6
2003		3.3		2.2		1.6		1.4		1.0		1.1	2.3	1.2	1.8
2004		0.2		0.5		1.4		1.2		2.0		2.2	0.7	1.7	1.2
2005		1.6		2.1		1.1		2.2		2.8		2.0	1.7	2.2	2.0
2006		2.9		3.2		3.9		3.8		2.5		3.4	3.2	3.3	3.2
2007		3.2		3.3		3.4		2.6		3.3		3.8	3.3	3.2	3.3
2008		2.8		2.9		4.2		4.2		3.6		0.0	3.3	3.0	3.1
2009		1.2		0.8		0.2		0.2		0.1		2.6	0.7	0.8	0.7
2010		1.8		1.7		1.1		1.0		0.9		1.5	1.7	1.1	1.4
2011		1.7		2.8		2.4		2.9		3.2		2.9	2.2	3.0	2.6
2012		3.0		2.1		2.6		2.8		3.2		2.2	2.6	2.8	2.7
2013		2.4		2.4		2.6		2.0		1.6		2.2	2.4	2.2	2.2




CIVIL SERVICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE
MAYOR

Date: May 19, 2014

To: Civil Service Commission

From: Luz Morganti 
Senior Personnel Analyst

Subject: **Annual Certification of Benefits for Elected Officials (Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff) and Members of the Board of Supervisors for Fiscal Year 2014-15 in accordance with Charter Section A8.409-1**

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Introduction

This is the annual certification of benefits by the Civil Service Commission for elected officials (Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer-Tax Collector and Sheriff) including the Members of the Board of Supervisors.

Civil Service Commission Authority – Charter Section A8.409-1

Charter Section A8.409-1 requires the Civil Service Commission to annually set the benefits of elected officials, to take effect July 1 of each year. Benefits of elected officials may equal but may not exceed those benefits provided to any classification of miscellaneous officers and employees as of July 1 of each year. Benefits-setting by the Commission affects all elected officials, including Members of the Board of Supervisors.

Background of Benefits

Fiscal Years 2006-07 to 2010-11

At the meeting of May 15, 2006, the Civil Service Commission acted to certify the benefits package for elected officials at the same level as provided to Management employees in the Unrepresented Employees Ordinance. Certification of benefits for elected officials remained at the same level as provided to Management employees in the Unrepresented Employees Ordinance through Fiscal Year 2010-11.

Fiscal Year 2011-12

A comparison between the Unrepresented Management and Municipal Executives' Association (MEA) benefit packages was presented to the Commission to consider returning benefits of elected officials, including Member, Board of Supervisors to the same level of benefits as those of MEA covered employees.

In accordance with Charter Section A8.409-1, at its meeting of May 16, 2011, the Civil Service Commission acted to certify the benefits of elected officials (including Members of the Board of Supervisors) for Fiscal Year 2011-12 at the same level of benefits as those provided to MEA covered employees in effect on July 1, 2011.

Fiscal Years 2012-13 & 2013-14

In accordance with Charter Section A8.409-1, the Civil Service Commission acted to certify the benefits of elected officials (including Members of the Board of Supervisors) for Fiscal Years 2012-13 & 2013-14 at the same level of benefits as those provided to MEA covered employees.

Certification of Benefits for Fiscal Year 2014-15

The Commission has the consideration to continue to set the benefits for elected officials including Members of the Board of Supervisors at the same level of benefits as those covered by MEA in effect on July 1, 2014. **(Elected officials are excluded from earning vacation, sick leave with pay credits, and compensatory time. -- benefit chart attached)**

Recommendation: **Accept the report; certify the benefits of elected officials (including Members of the Board of Supervisors) for Fiscal Year 2014-15 in accordance with Charter Section A8.409-1 at the same level of benefits as those provided to covered employees of the Municipal Executives' Association (MEA) in effect on July 1, 2014.**

Attachment: Benefit Chart

- c: The Honorable Edwin Lee, Mayor
- The Honorable David Chiu, President, Board of Supervisors
- The Honorable John Avalos, Member, Board of Supervisors
- The Honorable David Campos, Member, Board of Supervisors
- The Honorable Katy Tang, Member, Board of Supervisors
- The Honorable Malia Cohen, Member, Board of Supervisors
- The Honorable London Breed, Member, Board of Supervisors
- The Honorable Mark Farrell, Member, Board of Supervisors
- The Honorable Jane Kim, Member, Board of Supervisors
- The Honorable Eric Mar, Member, Board of Supervisors
- The Honorable Norman Yee, Member, Board of Supervisors
- The Honorable Scott Wiener, Member, Board of Supervisors
- The Honorable Jeff Adachi, Public Defender
- The Honorable Jose Cisneros, Treasurer
- The Honorable George Gascón, District Attorney
- The Honorable Ross Mirkarimi, Sheriff
- The Honorable Dennis Herrera, City Attorney
- The Honorable Carmen Chu, Assessor-Recorder
- Jay Huish, Executive Director, Employees' Retirement System
- Micki Callahan, Human Resources Director
- Angela Calvillo, Clerk, Board of Supervisors
- Catherine Dodd, Health Service System
- Steve Ponder, Manager, Compensation Unit, DHR
- Ben Rosenfield, Controller
- Debra Nebreda, Director, PPSD
- Kate Howard, Mayor's Budget Director

A8.409-1 EMPLOYEES COVERED

These Sections A8.409 through A8.409-6, inclusive, shall apply to all miscellaneous officers and employees except as set forth in Section A8.590-1 et seq. and including employees of San Francisco Unified School District and San Francisco Community College District to the extent authorized by state law. The provisions of Charter sections 8.400(h), 8.401-1, and 8.407 are hereby repealed and shall be of no further force and effect. Employee organizations representing employees in classifications covered by section A8.403 and A8.404 of this Charter may elect to include those classifications within the coverage of this part as a separate bargaining unit, provided however, that the election shall not become effective without the written approval of the Mayor and Board of Supervisors. The election shall be irrevocable and such employees shall not thereafter be subject to the provisions of section A8.403 and A8.404.

Employees in classifications not represented by a recognized employee organization shall be entitled to represent themselves with the City and County over wages, hours and other terms and conditions of employment to the extent required by state law and shall not be subject to the arbitration provisions of Section A8.409-4 of this Charter. The Mayor annually shall propose all forms of compensation for unrepresented employees including salaries, hours, benefits, and other terms and conditions of employment subject to approval or disapproval of the Board of Supervisors. Consistent with other provisions of this Charter, the civil service commission may adopt rules and procedures relating to said unrepresented employees.

Except as otherwise provided by this Charter the Civil Service Commission shall set the wages and benefits of all elected officials of the City and County of San Francisco as follows: The Commission shall conduct a salary survey of the offices of chief executive officer, county counsel, district attorney, public defender, assessor-recorder, treasurer, and sheriff, in the counties of Alameda, Contra Costa, Marin, San Mateo, and Santa Clara. The Commission shall then average the salaries for each of those offices to determine respectively the base five-year salaries for the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff.

If any of the aforementioned counties do not have an office of public defender, that county shall be omitted from the salary survey for purposes of determining the base five-year salary of the Public Defender. Among the aforementioned counties, any freestanding county assessor's office or any county office in which the assessor's function is combined with other county functions, shall be deemed comparable to the office of Assessor-Recorder for purposes of determining the base five-year salary of the Assessor-Recorder. If any of the aforementioned counties do not have a comparable county office of treasurer, the county office whose functions most closely resemble the Treasurer's functions in San Francisco shall be deemed comparable to the office of Treasurer for purposes of determining the base five-year salary of the Treasurer.

The initial base five-year salary determination for the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff shall apply to the period from July 1, 2007 through June 30, 2012. Subsequent base five-year salary determinations for those offices shall apply to subsequent five-year periods, for example, July 1, 2012 through June 30, 2017.

A8.409-1 EMPLOYEES COVERED (continued)

For the second, third, fourth, and fifth years of the period for which any base five-year salary has been set, the Commission shall annually adjust the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff, to account for upward annual movement in the Consumer Price Index during the prior calendar year; provided, that whenever the upward movement in the Consumer Price Index during the prior calendar year exceeds 5%, the cost-of-living adjustment shall not be the actual increase in the Consumer Price Index for the prior calendar year but instead shall be 5%. The annual cost-of-living adjustment shall take effect July 1 of the second, third, fourth, and fifth years of the period for which the base five-year salary has been set.

Except as noted below, in setting the initial and subsequent base five-year salary determinations for the offices of Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff, the Commission may not reduce the respective salaries of any of those offices. If implementation of the process for setting the base five-year salary would otherwise result in a salary reduction for any of those offices, the base five-year salary for the affected office or offices shall be the existing salary for the office.

If the City and County of San Francisco and employee organizations agree to amend the compensation provisions of existing memoranda of understanding to reduce costs, the Commission shall review and amend the respective salaries of the Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff as necessary to achieve comparable cost savings in the affected fiscal year or years.

The Commission shall annually set the benefits of elected officials, to take effect July 1 of each year. Benefits of elected officials may equal but may not exceed those benefits provided to any classification of miscellaneous officers and employees as of July 1 of each year.

In addition, subject to the approval or disapproval of the Board of Supervisors, the Mayor may create, for employees designated as management, a management compensation package that recognizes and provides incentives for outstanding managerial performance contributing to increased productivity and efficiency in the work force. In formulating such a package, the Mayor shall take into account data developed in conjunction with the civil service commission regarding the terms of executive compensation in other public and private jurisdictions. (Amended March 2004; Amended by Proposition C, Approved 11/7/2006)

Fiscal Year 2014-15

(7/1/14-6/30/15)

Benefits for Covered Employees Represented by MEA

Retirement	<p>Contributions As a member in the Miscellaneous New Plan, contributions are set at 7.5% of covered salary (excluding overtime), and for members in the Miscellaneous Old Plan contributions are set at 8% of covered salary (including overtime).</p> <p>As a result of new contribution cost-sharing provisions established under Proposition C of November 2011, the member contribution rate will be adjusted once a year effective each July 1 based on:</p> <ul style="list-style-type: none">• The City's required contribution amount each fiscal year• The member's hourly base rate of pay at each June 30 each year <p>Member of Public Employees Retirement System (PERS) pay their own employee retirement contribution in an amount equal to 8% of covered gross salary.</p> <p>Refer to San Francisco Employees' Retirement System Summary of Key Provisions – Summary Plan Provisions.</p>
Health Services	<p>City and County contributes to the Management Cafeteria Plan for the employee which corresponds with the benefit plan year for all other Health Service System members.</p> <p>Benefits of the Management Cafeteria Plan include but are not limited to: dependent health care, DCAP, disability insurance, term life insurance and other life insurance, accident insurance, and other authorized mutually agreed benefits. Specific plan design shall be subject to administrative feasibility and shall be determined in consultation with the Association. The benefits plan shall conform to provisions of IRS Code Section 125.</p> <p>The MOU outlines details.</p>
Dental Plan	<p>Bi-weekly employee premium contributions required for employee and/or employee + dependent(s) that are enrolled in the Delta Dental plan. No employee contributions required for either the Delta Care USA or Pacific Union Dental plans.</p>
Social Security	<p>Employee contributes percentage of salary for Social Security Medicare with the City and County matching contributions.</p>
SDI	<p>Employee contributes percentage of salary for State Disability Insurance.</p>
Life Insurance	<p>City and County provides \$50,000 in basic life insurance.</p>
Deferred Compensation	<p>No City and County contribution.</p>
Other Benefits	<p>No change. Elected officials are excluded from earning vacation, sick leave with pay credits, and compensatory time.</p>
Miscellaneous Provision	<p>Any City pickup of an employee's contributions shall not be considered as a part of an employee's compensation for the purpose of computing straight time earnings or retirement benefits; nor shall such contributions be taken into account in determining the level of any other benefit which is a function or, or percentage of salary.</p>