



Lakeside Plaza Building
1401 Lakeside Drive, Suite 200
Oakland, CA 94612-4305

June 2, 2026

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

SUBJECT: ADOPT SALARY ORDINANCE AMENDMENTS TO: 1) UPDATE SUBSECTION 1-1.1 TO ESTABLISH A NEW CLASSIFICATION OF SENIOR INVESTMENT COUNSEL, ACERA (JOB CODE (“JC”) 1376); 2) AMEND SUBSECTION 3-21.29 TO ADD SALARY ADMINISTRATION CRITERIA FOR JC 1376; AND 3) ADD NEW SUBSECTION 3-14.28

Dear Board Members:

RECOMMENDATION:

Adopt Salary Ordinance (“SO”) amendments to:

- i. Update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to establish a new classification of Senior Investment Counsel, ACERA (Job Code (“JC”) 1376) located in the Alameda County Employees’ Retirement Association (“ACERA”) effective June 21, 2026;
- ii. Amend Article 3, Section 21 (Miscellaneous), subsection 3-21.29, to establish salary administration criteria for the new classification of Senior Investment Counsel (JC 1376) effective June 21, 2026; and
- iii. Amend Article 3, Section 3-14 (Probation Department), to add subsection 3-14.28 establishing a reimbursement program for employee-incurred costs for out-of-pocket medical expenses necessary to obtain medical certifications required as a condition of attendance in Peace Officer Standards and Training (“POST”) courses, as directed by the Alameda County Probation Department (“ACPD”), effective June 21, 2026.

DISCUSSION/SUMMARY:

The Human Resource Services (“HRS”) department received a request from ACERA to create a new classification, Senior Investment Counsel, ACERA (JC 1376) focused exclusively on investment functions previously performed on a limited, as-needed basis by the Associate Counsel, ACERA (JC 1342). The Senior Investment Counsel, ACERA will provide specialized legal counsel on investment operations, securities, class action litigation, and all aspects of ACERA’s investment activities. The position will also serve as the legal investment counsel at Board and Committee meetings as directed by the Chief Counsel, ACERA (JC 1340). The Civil Service Commission approved the job specification on March 18, 2026.

Staff conducted an external salary survey of the five (5) Bay Area counties and found no comparable classifications. Accordingly, staff propose setting the salary based on internal alignment at ten percent (10%) above the lower-level classification, Associate Counsel, ACERA (JC 1342), reflecting the more specialized investment-related legal responsibilities of the new role.

Staff recommend that your Board approve the proposed salary as outlined in the attached SO amendment, and amend subsection 3-21.29 to establish salary administration criteria effective June 21, 2026.

Further, the California Commission on POST establishes requirements for students enrolled in its courses through the "POST Guidelines for Student Safety in Certified Courses" ("Guidelines"). In April 2024, POST updated the Guidelines to require medical certification from a qualified medical provider confirming that students are physically able to safely participate in certain courses. Some courses providers require that certifications be dated within ninety (90) days to one (1) year prior to the course start date. Previously, only self-certification and/or a pre-employment medical evaluation were required.

The POST-required certification is limited to assessing an individual's ability to perform course-related physical and cognitive tasks, whereas the pre-employment medical evaluation is more comprehensive. Employees may obtain the certification from any qualified medical provider, including their primary care physician.

ACPD sworn staff are required to complete certain POST courses that include this medical certification requirement. When such courses are taken shortly after hire, the pre-employment medical evaluation may satisfy this requirement. However, for courses to be completed later, employees may need to obtain separate certification.

Accordingly, staff recommend that your Board approve adding subsection 3-14.28, effective June 21, 2026, to establish a reimbursement program for employee-incurred, out-of-pocket medical expenses necessary to obtain required medical certifications for attendance at certain required POST courses.

SELECTION CRITERIA:

N/A

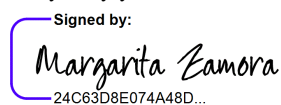
FINANCING:

Funds are available in the respective departments' Fiscal Year 2025-2026 Approved Budget and will be requested in future years' budgets to cover the costs resulting from the recommendation.

VISION 2036 GOAL:

The recommendation meets the 10x goal pathways of **Employment for All** in support of our shared vision of a **Prosperous and Vibrant Economy**.

Very truly yours,

Signed by:


Margarita Zamora
Director of Human Resource Services

- c: CAO
- Auditor-Controller
- County Counsel
- Chief Executive Officer, ACERA
- Chief Probation Officer

By: Kristy van Herick
Kristy van Herick, Assistant County Counsel

Ordinance No.
O-2026-18

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2025-2026
COUNTY OF ALAMEDA SALARY ORDINANCE

The Board of Supervisors of the County of Alameda ordains as follows:

SECTION I

Article 1, Section 1-1.1 of the County of Alameda Salary Ordinance is hereby amended thereto effective on June 21, 2026 as shown below:

Item	MC	Classification Title	Unit Code	Step 01	Step 02	Step 03	Step 04	Step 05	FLSA Status
<u>1376</u>	<u>PA</u>	<u>Senior Investment Counsel,</u> <u>ACERA</u>	<u>066</u>	<u>\$8,527.20</u>				<u>\$11,999.20</u>	<u>X</u>

SECTION II

Article 3, Section 3-21 (Miscellaneous), subsection 3-21.29 of the County of Alameda Salary Ordinance is hereby amended to read as follows:

3-21.29 – Employees in Job Codes 1340, ~~and~~ 1342, and 1376 may be compensated at any biweekly amount within the range of salaries shown for that classification as determined by the Board of Retirement.

SECTION III

Article 3, Section 3-14 (Probation Department), Subsection 3-14.28 of the County of Alameda Salary Ordinance is hereby added as follows:

3-14.28 – Effective June 21, 2026, any Probation Department sworn employee who is required to attend a Peace Officer Standards and Training course that requires medical certification as a condition of attendance shall be reimbursed for reasonable, out-of-pocket medical expenses necessary to obtain such certification.

SECTION IV

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.

THE FOREGOING was **PASSED** and **ADOPTED** by a majority vote of the Alameda County Board of Supervisors this **16th** day of **June, 2026**, to wit:

AYES: Supervisors Fortunato Bas, Márquez, Miley, Tam & President Haubert - **5**

NOES: None

EXCUSED: None

David G. Haubert

PRESIDENT, BOARD OF SUPERVISORS

File No: 31777
Agenda No: 31
Document No: O-2026-18



I certify that the foregoing is a correct copy of an Ordinance adopted by the Board of Supervisors, Alameda County, State of California

ATTEST:
Clerk, Board of Supervisors

By: *[Signature]*
Deputy