



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE MEETING AGENDA**

**JANUARY 14, 2022 – 10:00 AM**

**DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED VIA  
TELECONFERENCE ONLY (NO PHYSICAL LOCATION)  
PURSUANT TO ASSEMBLY BILL 361  
(GOVERNMENT CODE SECTION 54953)**

**MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON**

Directors, staff and the public may participate remotely via the Zoom website [at this link](#) and following the posted instructions or by calling 1-669-900-9128 Meeting ID 288 488 1115.

Public comment may be submitted via email to [boardinquiries@scmttd.com](mailto:boardinquiries@scmttd.com). Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's weekly correspondence that is posted online at board meeting packet link.

The Personnel/Human Resources Standing Committee Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com).

The Committee may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

**COMMITTEE ROSTER**

Director Donna Lind, 2021 Board Chair	City of Scotts Valley
Director Bruce McPherson, 2021 Board Vice Chair	County of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Kristen Petersen	City of Capitola
Director Mike Rotkin, Immediate Past Board Chair	County of Santa Cruz
Alex Clifford	METRO CEO/General Manager
Dawn Crummié	METRO Interim CEO/General Manager
Julie Sherman	METRO General Counsel

**MEETING TIME: 10:00AM**

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
- 2 ROLL CALL**
- 3 ADDITIONS/DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
- 4 ORAL AND OTHER COMMUNICATIONS TO THE PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE**

This time is set aside for Directors and members of the public to address any item not on the Agenda, but which is within the matter jurisdiction of the Committee. If you wish to address the Committee, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Committee and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.
- 5 REVIEW REQUEST FOR AUTHORIZATION OF HUMAN RESOURCES ANALYST I POSITION IN THE HUMAN RESOURCES DEPARTMENT**

Dawn Crummié, HR Director and Interim CEO/General Manager
- 6 ADJOURNMENT**

**Accessibility for Individuals with Disabilities**

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**Public Comment**

If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included in the official report, please include it in your email. Comments that require a response may be deferred for staff reply.



**DATE:** January 14, 2022  
**TO:** Personnel/Human Resources Standing Committee  
**FROM:** Dawn Crummié, Human Resources Director  
**SUBJECT: REVIEW REQUEST FOR AUTHORIZATION OF HUMAN RESOURCES ANALYST I POSITION IN THE HUMAN RESOURCES DEPARTMENT**

## **I. RECOMMENDED ACTION**

**That the Personnel/Human Resources Standing Committee review the request for authorization of an HR Analyst I in the Human Resources Department and recommend approval to the full Board of Directors**

## **II. SUMMARY**

- In order to address the needs of the Human Resources Department, , we have determined the need for a journey level I Analyst position. The position will take the place of the current vacant Human Resources Technician position.
- On January 3, 2022, Service Employees International Union Local 521 (SEIU) and Human Resources (HR) staff agreed to the creation of “HR Analyst I” to better address the needs of the Santa Cruz Metropolitan Transit District (METRO).
- Santa Cruz Metropolitan Transit District (METRO) contracted with Koff & Associates (hereinafter “K&A”) to conduct a total classification and compensation study in December 2021.
- HR staff worked with K&A to create a HR Analyst I position description and its wage scale.
- HR staff presented the classification and compensation study to SEIU. SEIU is in agreement with the findings and this recommendation.

## **III. DISCUSSION/BACKGROUND**

In order to address the needs of the department, HR has created an HR Analyst I position was created through a total classification and compensation study performed by K&A. This position will perform a wider variety and complex tasks in the department. This position will take the place of the current vacant HR Technician position. The HR Technician will be defunded and funds moved to fund the new HR Analyst I position.

The study shows the need for a position which would perform a combination of Human Resources duties which include recruitment and selection, classification and compensation, benefits and retirement administration, leave management, training and development, employee and labor relations, workers' compensation, regulatory compliance, Human Resources Information System (HRIS) development/administration, and related human resources functions.

HR staff worked with K&A, to create a new HR Analyst I job description (class specification). Upon approval, an open recruitment will be undertaken to fill the Human Resources Analyst I position.

This position was discussed with SEIU/SEA Chapter President, Jordan Vascones, and Vice President Holly Alcorn. Both SEIU representatives are in support of this new position.

Staff is requesting that the Personnel/Human Resources Standing Committee recommend approval of the HR Analyst I position to the full Board of Directors at its January 28<sup>th</sup> meeting.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This item aligns to the following Strategic Plan Priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The adoption of the recommendations contained in this report will require defunding and leaving vacant a HR Technician position (currently vacant) and moving funds to the new HR Analyst I position, which would result in savings of \$7K in the FY22 operating budget (assuming the position is hired at step 1, in the remaining months of FY22).

#### **VI. ALTERNATIVES CONSIDERED**

- Do nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.
- Reject the suggested classification and wage survey. Staff does not recommend this action since the new class specification and its wage survey were researched and developed based on the developing needs of METRO.

**VII. ATTACHMENTS**

**Attachment A:** HR Analyst I Job Description

**Attachment B:** HR Analyst I Wage Scale

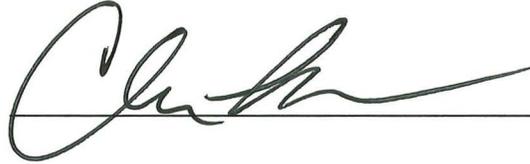
Prepared by: Dawn Crummié, HR Director

**VIII. APPROVALS**

Monik Delfin, HR Deputy Director

  
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Approved as to fiscal impact:  
Chuck Farmer, Chief Financial Officer

  
\_\_\_\_\_

Dawn Crummié,  
Interim CEO/General Manager

  
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# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: PO218*  
*FLSA Status: Exempt*

### HR Analyst I

#### Bargaining Unit: SEA

#### **DEFINITION:**

Under direction, an Human Resources Analyst I performs a variety of professional and analytical duties in administering human resources programs, including recruitment and selection, classification and compensation, benefits and retirement administration, leave management, training and development, employee and labor relations, workers' compensation, regulatory compliance, Human Resources Information System (HRIS) development/administration, and related human resources functions; provides professional advice and assistance to Santa Cruz METRO management on personnel-related issues; performs related work as required.

#### **DISTINGUISHING CHARACTERISTICS:**

HR Analyst I is the journey-level in the Human Resources Analyst series. Positions at this level perform increasingly diverse, advanced and complex human resources assignments and/or tasks, receive occasional instruction, and have full knowledge of the concepts, practices, procedures, and policies of the assigned function.

This class is distinguished from the Human Resources Analyst II in that the latter is responsible for the more complex programs and projects requiring in-depth knowledge and the ability to interpret, apply, and ensure compliance with a variety of personnel related laws, regulations, and policies.

#### **EXAMPLES OF DUTIES AND RESPONSIBILITIES:**

*The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.*

- Plans and administers recruitment and selection processes; conducts job analyses and collaborates with hiring managers to establish job-related qualifications; prepares and maintains job announcements and recruitment materials; prepares interview questions; develops, schedules, and proctors various tests and assessments; develops rating criteria; reviews, screens, and tracks employment applications and related documents; chairs and facilitates panel interviews; creates and maintains eligibility lists.
- As authorized, sends offers of employment and schedules pre-employment drug screening, fingerprinting, and medical examinations; coordinates new employee onboarding processes.
- Coordinates recruitment and hiring of temporary help through outside employment agencies. Interview, and select temporary employees.
- Administers Santa Cruz METRO's multi-tiered benefits and retirement programs in accordance with plan provisions and in compliance with local, state, and federal laws, Santa Cruz METRO policies and procedures, and labor contracts, including contract review and renewal, negotiating premium rates, and ensuring vendor effectiveness and competitiveness; monitors eligibility, limitations, and restrictions of plan participation; processes enrollments and withdrawals; calculates and determines benefits; coordinates with Payroll and audits payroll reports; processes pension and insurance payments, fees, and reimbursements; researches and analyzes benefit plan changes and employee data, conducts surveys, and prepares various reports and statements;



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

develops, evaluates, and revises program components and processes; implements new benefits programs; facilitates and participates in external audits.

- Communicates and works with employees, supervisors, managers, retirees, insurance carriers, benefits brokers, benefits providers, and third-party administrators to resolve coverage and claim issues, respond to issues, and provide benefit program information to active and retired employees; provides guidance on policy and plan document interpretation.
- Administers comprehensive leave management program ensuring compliance with local, state, and federal laws, Santa Cruz METRO policies and procedures, and labor contracts; reviews, monitors, and tracks requests and leave usage and accrued balance; evaluates and approves or denies medical certifications; communicates and coordinates with other Santa Cruz METRO departments to ensure proper administration of salary continuance and leave programs.
- Conducts classification studies by gathering and analyzing job data, recommending proper classification, and documenting findings and results; conducts compensation and benefits studies; responds to external and internal requests for salary and benefits information.
- Assists in labor relations activities including negotiations and contract implementation.
- Assists in investigating grievances, complaints, and misconduct allegations and recommends corrective action; facilitates meetings with union representatives and management.
- Counsels and advises employees and management on human resources-related matters, policies, and procedures; provides information to other organizations and the public requiring the use of judgment and the interpretation of human resources policies and procedures and legal requirements; assists management in maintaining regulatory compliance with HR programs.
- Administers Santa Cruz METRO's training and development program including researching, creating, and conducting training, workshops, and presentations; conducts new hire orientation, open enrollment meetings, and exit interviews; coordinates external trainings.
- Participates in administering Santa Cruz METRO's workers' compensation program by monitoring cases from inception to final disposition, reviewing and processing workers' compensation claim forms and related documentation, preparing and maintaining documentation and records, and acting as a liaison with other departments, workers' compensation claims administrator, insurance carriers, contractors, and others; assists in preparing the workers' compensation budget by monitoring claim payments and other administrative expenses and auditing, reviewing, adjusting, and preparing statements from workers' compensation contractors and providers.
- Participates in the development and administration of Santa Cruz METRO human resources policies, practices, and procedures; identifies opportunities and provides recommendations for improving service delivery and procedures; participates in developing and implementing new or revised human resources programs, systems, procedures, and methods of operation.
- Participates in the maintenance of HRIS and related databases; organizes and maintains accurate and detailed databases, files, and records; verifies accuracy of information, researches discrepancies, and records information; coordinates and ensures compliance with established records retention schedules; participates in business and system process design and updates.
- Administers or assists in administering various human resources compliance programs such as Lactation Accommodation Program, Consolidated Omnibus Budget Reconciliation Act (COBRA), responding to Title II/Title VI/Americans with Disabilities Act/504 complaints, and related programs.
- Researches, analyzes, summarizes, and interprets data from various sources and prepares and presents various reports, correspondence, memoranda, and other documents.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Attends meetings, conferences, workshops, and training sessions, and reviews publications to remain current on principles, practices, technologies, regulations, and new developments in the field of human resources.
- May supervise assigned clerical and/or other support staff by scheduling, assigning, directing, and evaluating their work; provides staff training as needed; may perform and/or have significant input into subordinate staff selection and disciplinary action.
- Drive a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Principles, practices, and techniques of public agency human resources administration, including recruitment and selection, classification and compensation, benefits and retirement administration, leave management, training and development, employee and labor relations, workers' compensation, regulatory compliance, Human Resource Information System (HRIS) development/administration, and related human resources functions.
- Analytical methods of researching, gathering, organizing, and reporting data.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Intermediate mathematics, including percentages and intermediate statistics.
- Principles and procedures of record-keeping.
- Business correspondence, formatting, and report writing.
- Methods of prioritizing, planning, and organizing complex projects and analytical work.
- Advanced customer service techniques.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern office practices, procedures, and the effective use of modern office equipment, personal computers, and standard business software.

##### **Ability to:**

- Administer and coordinate human resources programs.
- Learn and understand the organization and operation of Santa Cruz METRO and of outside agencies as necessary to assume assigned responsibilities.
- Conduct research on a wide variety of human resources topics.
- Collect, analyze, interpret, summarize, and present information and data in an effective manner.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Make accurate mathematical and statistical computations.
- Maintain confidentiality of sensitive personal information of employees, former employees, retirees, and other matters affecting Santa Cruz METRO employee relations.
- Provide effective and responsive customer service, including in stressful situations.
- Maintain a calm demeanor in stressful situations.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Learn, understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Balance multiple assignments simultaneously and effectively.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

#### **MINIMUM QUALIFICATIONS:**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

#### **Education, Training, and Experience:**

Bachelor's degree from an accredited college or university in human resources management, organizational development, business or public administration, or a related field.

**AND**

One (1) year of professional human resources administration experience, preferably in a public agency.

Familiarity with transit agency or transportation system activities and functions is desirable.

#### **LICENSES AND CERTIFICATES:**

A valid California Driver's License will be required at the time of appointment and throughout employment.

Must be able to obtain and maintain a current, valid California Class "C" Driver's License.

Certified Professional (CP) or Senior Certified Professional (SCP) from a recognized Human Resource Certification organization preferred.

#### **PHYSICAL AND MENTAL DEMANDS:**

*The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

#### **Physical Demands**

While performing the duties of this job, the employee is frequently required to reach with hands and arms; walk, sit and stand; use finger dexterity; talk and hear, and use a keyboard. Work often requires the repetitive use of both hands to grasp and feel objects; stooping at the waist, and standing. Work may require lifting up to 20 pounds unaided. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

#### **Mental Demands**

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information and documents; analyzes and solves problems; uses math and mathematical reasoning; performs highly detailed work; deals with multiple concurrent tasks; and interacts with others encountered in the course of work.

#### **Work Environment:**



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

The employee typically works in a standard office environment where the noise level is moderate.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass a requisite background check.
- May occasionally work extended hours or hours outside of the regular schedule.
- May require occasional travel.
- Must maintain strict confidentiality of work-related information.
- Must participate in professional development activities.

\*Adopted:

\*BOD Approved:

\*Revised:

\*Job Family: Administrative Professional

\*Job Series: HR Analyst

\*Job Series Level: Journey

\*Confidential: Yes

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FY20: Effective June 27, 2019/Adopted by the Board as of February 28, 2020

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64	34.02	35.72	37.42	35.72	37.51	39.30	37.51	39.39	41.27
SEP	Assistant Safety & Training Coordinator	32.10	33.71	35.32	33.70	35.39	37.08	35.38	37.15	38.92	37.15	39.01	40.87	39.01	40.96	42.91	40.96	43.01	45.06
SEP	Custodial Supervisor	22.80	23.94	25.08	23.94	25.14	26.34	25.14	26.40	27.66	26.40	27.72	29.04	27.72	29.11	30.50	29.11	30.57	32.03
SEP	Customer Service Supervisor	26.87	28.21	29.55	28.21	29.62	31.03	29.62	31.10	32.58	31.10	32.66	34.21	32.66	34.28	35.91	34.28	35.99	37.70
SEP	Facilities Maintenance Supervisor	31.42	32.99	34.56	32.99	34.64	36.29	34.64	36.37	38.10	36.37	38.19	40.01	38.19	40.10	42.01	40.10	42.11	44.12
SEP	Fleet Maintenance Supervisor	35.55	37.33	39.11	37.33	39.20	41.07	39.20	41.16	43.12	41.16	43.22	45.28	43.22	45.38	47.54	45.38	47.65	49.92
SEP	Parts and Materials Supervisor	30.10	31.61	33.12	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.33	42.25
SEP	Revenue Collection Supervisor	25.38	26.65	27.92	26.65	27.98	29.31	27.98	29.38	30.78	29.38	30.85	32.32	30.85	32.39	33.93	32.39	34.01	35.63
SEP	Safety & Training Coordinator	34.70	36.44	38.18	36.43	38.25	40.07	38.25	40.16	42.07	40.16	42.17	44.18	42.17	44.28	46.39	44.28	46.49	48.70
SEP	Transit Supervisor	31.10	32.66	34.22	32.66	34.29	35.92	34.29	36.00	37.71	36.00	37.80	39.60	37.80	39.69	41.58	39.69	41.67	43.65
SEP	Transportation Planning Supervisor	45.41	47.68	49.95	47.68	50.06	52.44	50.06	52.56	55.06	52.56	55.19	57.82	55.19	57.95	60.71	57.95	60.85	63.75
SES	Accessible Services Coordinator	23.98	25.18	26.38	25.18	26.44	27.70	26.44	27.76	29.08	27.76	29.15	30.54	29.15	30.61	32.07	30.61	32.14	33.67
SES	Accountant I	29.98	31.48	32.98	31.48	33.05	34.62	33.05	34.70	36.35	34.70	36.44	38.18	36.44	38.26	40.08	38.26	40.17	42.08
SES	Accountant II	32.97	34.62	36.27	34.62	36.35	38.08	36.35	38.17	39.99	38.17	40.08	41.99	40.08	42.08	44.08	42.08	44.18	46.28
SES	Accounting Clerk	19.90	20.90	21.90	20.89	21.93	22.97	21.93	23.03	24.13	23.03	24.18	25.33	24.18	25.39	26.60	25.39	26.66	27.93
SES	Accounting Specialist	28.97	30.42	31.87	30.42	31.94	33.46	31.94	33.54	35.14	33.54	35.22	36.90	35.22	36.98	38.74	36.98	38.83	40.68
SES	Accounting Technician	23.70	24.89	26.08	24.89	26.13	27.37	26.13	27.44	28.75	27.44	28.81	30.18	28.81	30.25	31.69	30.25	31.76	33.27
SES	Administrative Assistant	23.06	24.21	25.36	24.21	25.42	26.63	25.42	26.69	27.96	26.69	28.02	29.35	28.02	29.42	30.89	29.42	30.89	32.36
SES	Administrative Clerk	20.75	21.79	22.83	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12
SES	Administrative Specialist	25.35	26.62	27.89	26.62	27.95	29.28	27.95	29.35	30.75	29.35	30.82	32.29	30.82	32.36	33.90	32.36	33.98	35.60
SES	Benefits Technician	24.20	25.41	26.62	25.41	26.68	27.95	26.68	28.01	29.34	28.01	29.41	30.81	29.41	30.88	32.35	30.88	32.42	33.96
SES	Buyer	24.76	26.00	27.24	26.00	27.30	28.60	27.30	28.67	30.04	28.67	30.10	31.53	30.10	31.61	33.12	31.61	33.19	34.77
SES	Claims Technician I	21.62	22.70	23.78	22.70	23.84	24.98	23.83	25.02	26.21	25.02	26.27	27.52	26.27	27.58	28.89	27.58	28.96	30.34
SES	Claims Technician II	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12	27.80	29.19	30.58	29.19	30.65	32.11	30.65	32.18	33.71
SES	Custodial Service Worker	16.97	17.82	18.67	17.79	18.68	19.57	18.65	19.58	20.51	19.57	20.55	21.53	20.53	21.56	22.59	21.56	22.64	23.72
SES	Customer Service Representative	19.90	20.90	21.90	20.89	21.93	22.97	21.93	23.03	24.13	23.03	24.18	25.33	24.18	25.39	26.60	25.39	26.66	27.93
SES	Customer Service Assistant	23.06	24.21	25.36	24.21	25.42	26.63	25.42	26.69	27.96	26.69	28.02	29.35	28.02	29.42	30.89	29.42	30.89	32.36
SES	Facilities Maintenance Worker I	20.95	22.00	23.05	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.46	26.67	25.46	26.73	28.00	26.73	28.07	29.41
SES	Facilities Maintenance Worker II	23.28	24.44	25.60	24.44	25.66	26.88	25.66	26.94	28.22	26.94	28.29	29.64	28.29	29.70	31.11	29.70	31.19	32.68
SES	Financial Analyst	36.29	38.10	39.91	38.10	40.01	41.92	40.00	42.00	44.00	42.00	44.10	46.20	44.10	46.31	48.52	46.30	48.62	50.94
SES	Grants/Legislative Analyst	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96	42.92	45.07	47.22
SES	HR Analyst I	28.27	29.68	31.09	29.68	31.16	32.64	31.16	32.72	34.28	32.72	34.36	36.00	34.36	36.08	37.80	36.08	37.88	39.68
SES	HR Analyst II	31.10	32.66	34.22	32.66	34.29	35.92	34.29	36.00	37.71	36.00	37.80	39.60	37.80	39.69	41.58	39.69	41.67	43.65
SES	Human Resources Clerk	20.95	22.00	23.05	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.46	26.67	25.46	26.73	28.00	26.73	28.07	29.41
SES	Human Resources Specialist	23.04	24.19	25.34	24.19	25.40	26.61	25.40	26.67	27.94	26.67	28.00	29.33	28.00	29.40	30.80	29.40	30.87	32.34
SES	Human Resources Technician	24.20	25.41	26.62	25.41	26.68	27.95	26.68	28.01	29.34	28.01	29.41	30.81	29.41	30.88	32.35	30.88	32.42	33.96
SES	Information Technology Support Analyst I	24.43	25.65	26.87	25.65	26.93	28.21	26.93	28.28	29.63	28.28	29.69	31.10	29.69	31.17	32.65	31.17	32.73	34.29
SES	Information Technology Support Analyst II	27.13	28.49	29.85	28.49	29.91	31.33	29.91	31.41	32.91	31.41	32.98	34.55	32.98	34.63	36.28	34.63	36.36	38.09
SES	Lead Custodial Service Worker	20.28	21.29	22.30	21.29	22.35	23.41	22.35	23.47	24.59	23.47	24.64	25.81	24.64	25.87	27.10	25.87	27.16	28.45
SES	Lead Facilities Maintenance Worker	27.91	29.31	30.71	29.31	30.78	32.25	30.78	32.32	33.86	32.32	33.94	35.56	33.94	35.64	37.34	35.64	37.42	39.20
SES	Legal Secretary	20.95	22.00	23.05	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.46	26.67	25.46	26.73	28.00	26.73	28.07	29.41
SES	Paralegal I	29.98	31.48	32.98	31.48	33.05	34.62	33.05	34.70	36.35	34.70	36.44	38.18	36.44	38.26	40.08	38.26	40.17	42.08
SES	Paralegal II	32.97	34.62	36.27	34.62	36.35	38.08	36.35	38.17	39.99	38.17	40.08	41.99	40.08	42.08	44.08	42.08	44.18	46.28
SES	Paratransit Eligibility Coordinator	29.98	31.48	32.98	31.48	33.05	34.62	33.05	34.70	36.35	34.70	36.44	38.18	36.44	38.26	40.08	38.26	40.17	42.08
SES	Payroll Specialist	24.20	25.41	26.62	25.41	26.68	27.95	26.68	28.01	29.34	28.01	29.41	30.81	29.41	30.88	32.35	30.88	32.42	33.96

FY20: Effective June 27, 2019/Adopted by the Board as of February 28, 2020

UNION	Step 1	1L	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	19.31	20.28	21.25	20.28	21.29	22.30	21.29	22.35	23.41	22.35	23.47	23.47	24.64	25.81	24.64	25.87	27.10
SES	29.98	31.48	32.98	31.48	33.05	34.62	33.05	34.70	36.35	34.70	36.44	36.44	38.26	40.08	38.26	40.17	42.08
SES	29.71	31.20	32.69	31.20	32.76	34.32	32.76	34.40	36.04	34.40	36.12	36.12	37.93	39.74	37.93	39.83	41.73
SES	27.24	28.60	29.96	28.60	30.03	31.46	30.03	31.53	33.03	31.53	33.11	33.11	34.77	36.43	34.77	36.51	38.25
SES	20.89	21.93	22.97	21.93	23.03	24.13	23.03	24.18	25.33	24.18	25.39	25.39	26.66	27.93	26.66	27.99	29.32
SES	18.79	19.73	20.67	19.73	20.72	21.71	20.72	21.76	22.80	21.76	22.85	22.85	23.99	25.13	23.99	25.19	26.39
SES	34.99	36.74	38.49	36.74	38.58	40.42	38.58	40.51	42.44	40.51	42.54	42.54	44.67	46.80	44.67	46.90	49.13
SES	38.90	40.85	42.80	40.84	42.88	44.92	42.88	45.02	47.16	45.02	47.27	47.27	49.63	51.99	49.63	52.11	54.59
SES	29.98	31.48	32.98	31.48	33.05	34.62	33.05	34.70	36.35	34.70	36.44	36.44	38.26	40.08	38.26	40.17	42.08
SES	26.34	27.66	28.98	27.66	29.04	30.42	29.04	30.49	31.94	30.49	32.01	32.01	33.61	35.21	33.61	35.29	36.97
SES	23.88	25.07	26.26	25.07	26.32	27.57	26.32	27.64	28.96	27.64	29.02	29.02	30.47	31.92	30.47	31.99	33.51
SES	39.90	41.90	43.90	41.90	44.00	46.10	43.99	46.19	48.39	46.19	48.50	48.50	50.93	53.36	50.93	53.48	56.03
SES	29.05	30.50	31.95	30.50	32.03	33.56	32.02	33.62	35.22	33.62	35.30	35.30	37.07	38.84	37.06	38.91	40.76
SES	45.01	47.26	49.51	47.26	49.62	51.98	49.62	52.10	54.58	52.10	54.71	54.71	57.45	60.19	57.45	60.32	63.19
SES	40.36	42.38	44.40	42.38	44.50	46.62	44.50	46.73	48.96	46.73	49.06	49.06	51.51	53.96	51.51	54.09	56.67
SES	40.91	42.96	45.01	42.96	45.11	47.37	45.11	47.37	49.63	47.37	49.74	49.74	52.23	54.72	52.23	54.84	57.45
SES	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	36.79	38.63	40.47	38.63	40.56	42.49
SES	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	40.88	42.92	44.96	42.92	45.07	47.22
SEV	31.10	32.66	34.22	32.66	34.29	35.92	34.29	36.00	37.71	36.00	37.80	37.80	39.69	41.58	39.69	41.67	43.65
SEV	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	38.41	40.33	42.25	40.33	42.35	44.37
SEV	26.75	28.09	29.43	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	32.51	34.14	35.77	34.14	35.85	37.56
SEV	22.38	23.50	24.62	23.50	24.68	25.86	24.68	26.13	27.44	26.13	27.37	27.37	28.81	29.92	28.81	29.99	31.42
SEV	23.70	24.89	26.08	24.89	26.13	27.37	26.13	27.44	28.75	27.44	28.81	28.81	30.25	31.69	30.25	31.76	33.27
SEV	26.34	27.66	28.98	27.66	29.04	30.42	29.04	30.49	31.94	30.49	32.01	32.01	33.61	35.21	33.61	35.29	36.97
SEV	28.97	30.42	31.87	30.42	31.94	33.46	31.94	33.54	35.14	33.54	35.22	35.22	36.98	38.74	36.98	38.83	40.68
SEV	22.30	23.42	24.54	23.42	24.58	25.75	24.58	25.81	27.04	25.81	27.10	27.10	28.46	29.82	28.46	29.87	31.29
SEV	22.38	23.50	24.62	23.50	24.68	25.86	24.68	25.91	27.14	25.91	27.21	27.21	28.57	29.93	28.57	30.00	31.43
SEV	24.62	25.85	27.08	25.85	27.14	28.43	27.14	28.50	29.86	28.50	29.93	29.93	31.43	32.93	31.43	33.00	34.57
SEV	24.62	25.85	27.08	25.85	27.14	28.43	27.14	28.50	29.86	28.50	29.93	29.93	31.43	32.93	31.43	33.00	34.57
SEV	20.50	21.53	22.56	21.53	22.61	23.69	22.61	23.74	24.87	23.74	24.93	24.93	26.18	27.43	26.18	27.49	28.80
SEV	16.78	17.62	18.46	17.62	18.50	19.38	18.50	19.43	20.36	19.43	20.40	20.40	21.42	22.44	21.42	22.49	23.56
SEV	18.71	19.65	20.59	19.66	20.64	21.62	20.61	21.64	22.67	21.64	22.70	22.70	23.78	24.94	23.80	24.99	26.18

Special Handling - filled positions as of 10/26/2019

UNION	Step 1	1L	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	24.46	25.68	26.90	25.67	26.95	28.23	26.95	28.30	29.65	28.33	31.17	29.73	31.22	32.71	31.24	32.80	34.36
SES	25.21	26.47	27.73	26.47	27.79	29.11	27.75	29.14	30.53	29.18	30.64	30.64	32.17	33.70	32.19	33.80	35.41
SES	22.74	23.88	25.02	23.87	25.06	26.25	25.05	26.30	27.55	26.34	27.66	27.66	29.01	30.39	29.03	30.48	31.93
SES	30.37	31.89	33.41	31.89	33.48	35.07	33.48	35.15	36.82	35.15	36.91	36.91	38.75	40.60	38.75	40.69	42.63
SEV	24.10	25.31	26.52	25.31	26.58	27.85	26.58	27.91	29.24	27.91	29.31	29.31	30.78	32.25	30.78	32.32	33.86
SEV	16.99	17.84	18.69	17.82	18.71	19.60	18.68	19.61	20.54	19.59	20.57	20.58	21.61	22.64	21.60	22.68	23.76

Longevity Pay is based only on length of service.

Notes: \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022.

Tentative Agreement

Article 10.1 Pay Rates

Agree to pay scales as provided above.



John Crummie, Interim CEO/General Manager, Santa Cruz METRO

Man Vascones, President SEA Chapter

Kiernan Colby, Lead Internal Organizer, SEIU Local 521

Date

FY21: 1-5% wage increase, effective June 25, 2020/Adopted by the Board as of February 28, 2020

UNION	Step 1	1L	Step 2	2L	Step 3	3L	Step 4	4L	Step 5	5L	Step 6	6L	6LL
SEP	29.83	31.32	32.81	34.32	35.89	37.53	39.17	40.81	42.44	44.07	45.70	47.33	48.96
SEP	32.58	34.21	35.84	37.47	39.10	40.73	42.36	43.99	45.62	47.25	48.88	50.51	52.14
SEP	23.14	24.30	25.46	26.74	28.02	29.30	30.58	31.86	33.14	34.42	35.70	36.98	38.26
SEP	27.27	28.63	29.99	31.49	33.06	34.63	36.20	37.77	39.34	40.91	42.48	44.05	45.62
SEP	31.89	33.48	35.07	36.82	38.57	40.32	42.07	43.82	45.57	47.32	49.07	50.82	52.57
SEP	36.08	37.88	39.68	41.66	43.64	45.62	47.60	49.58	51.56	53.54	55.52	57.50	59.48
SEP	30.55	32.08	33.61	35.28	36.98	38.68	40.38	42.08	43.78	45.48	47.18	48.88	50.58
SEP	25.76	27.05	28.34	29.75	31.16	32.57	33.98	35.39	36.80	38.21	39.62	41.03	42.44
SEP	35.22	36.98	38.74	40.68	42.62	44.56	46.50	48.44	50.38	52.32	54.26	56.20	58.14
SEP	31.57	33.15	34.73	36.41	38.09	39.77	41.45	43.13	44.81	46.49	48.17	49.85	51.53
SEP	46.09	48.39	50.69	53.23	55.81	58.35	60.89	63.43	65.97	68.51	71.05	73.59	76.13
SES	24.34	25.56	26.78	28.12	29.56	31.00	32.44	33.88	35.32	36.76	38.20	39.64	41.08
SES	30.43	31.95	33.47	35.15	36.83	38.51	40.19	41.87	43.55	45.23	46.91	48.59	50.27
SES	33.46	35.13	36.80	38.69	40.58	42.47	44.36	46.25	48.14	50.03	51.92	53.81	55.70
SES	20.20	21.21	22.22	23.33	24.44	25.55	26.66	27.77	28.88	29.99	31.10	32.21	33.32
SES	29.40	30.87	32.34	33.95	35.56	37.17	38.78	40.39	42.00	43.61	45.22	46.83	48.44
SES	24.06	25.26	26.46	27.78	29.10	30.42	31.74	33.06	34.38	35.70	37.02	38.34	39.66
SES	23.41	24.58	25.75	26.92	28.09	29.26	30.43	31.60	32.77	33.94	35.11	36.28	37.45
SES	21.06	22.11	23.16	24.33	25.50	26.67	27.84	29.01	30.18	31.35	32.52	33.69	34.86
SES	25.73	27.02	28.31	29.72	31.13	32.54	33.95	35.36	36.77	38.18	39.59	41.00	42.41
SES	24.56	25.79	27.02	28.37	29.72	31.07	32.42	33.77	35.12	36.47	37.82	39.17	40.52
SES	25.13	26.39	27.65	28.99	30.33	31.67	33.01	34.35	35.69	37.03	38.37	39.71	41.05
SES	21.94	23.04	24.14	25.34	26.54	27.74	28.94	30.14	31.34	32.54	33.74	34.94	36.14
SES	24.38	25.60	26.82	28.16	29.56	30.96	32.36	33.76	35.16	36.56	37.96	39.36	40.76
SES	17.22	18.08	18.94	19.88	20.82	21.76	22.70	23.64	24.58	25.52	26.46	27.40	28.34
SES	20.20	21.21	22.22	23.33	24.44	25.55	26.66	27.77	28.88	29.99	31.10	32.21	33.32
SES	23.41	24.58	25.75	26.92	28.09	29.26	30.43	31.60	32.77	33.94	35.11	36.28	37.45
SES	21.26	22.32	23.38	24.56	25.79	27.02	28.25	29.48	30.71	31.94	33.17	34.40	35.63
SES	23.63	24.81	25.99	27.29	28.58	29.87	31.16	32.45	33.74	35.03	36.32	37.61	38.90
SES	36.83	38.67	40.51	42.53	44.53	46.53	48.53	50.53	52.53	54.53	56.53	58.53	60.53
SES	34.13	35.84	37.55	39.42	41.29	43.16	45.03	46.90	48.77	50.64	52.51	54.38	56.25
SES	28.69	30.12	31.55	33.14	34.73	36.32	37.91	39.50	41.09	42.68	44.27	45.86	47.45
SES	31.57	33.15	34.73	36.47	38.21	39.95	41.69	43.43	45.17	46.91	48.65	50.39	52.13
SES	21.26	22.32	23.38	24.56	25.79	27.02	28.25	29.48	30.71	31.94	33.17	34.40	35.63
SES	23.39	24.56	25.73	26.92	28.11	29.30	30.49	31.68	32.87	34.06	35.25	36.44	37.63
SES	24.56	25.79	27.02	28.25	29.48	30.71	31.94	33.17	34.40	35.63	36.86	38.09	39.32
SES	24.80	26.04	27.28	28.64	29.98	31.32	32.66	34.00	35.34	36.68	38.02	39.36	40.70
SES	27.54	28.92	30.30	31.82	33.20	34.58	35.96	37.34	38.72	40.10	41.48	42.86	44.24
SES	20.58	21.61	22.64	23.77	24.90	26.03	27.16	28.29	29.42	30.55	31.68	32.81	33.94
SES	28.33	29.75	31.17	32.64	34.11	35.58	37.05	38.52	40.00	41.47	42.94	44.41	45.88
SES	21.26	22.32	23.38	24.56	25.79	27.02	28.25	29.48	30.71	31.94	33.17	34.40	35.63
SES	30.43	31.95	33.47	35.15	36.83	38.51	40.19	41.87	43.55	45.23	46.91	48.59	50.27
SES	33.46	35.13	36.80	38.69	40.58	42.47	44.36	46.25	48.14	50.03	51.92	53.81	55.70
SES	30.43	31.95	33.47	35.15	36.83	38.51	40.19	41.87	43.55	45.23	46.91	48.59	50.27
SES	24.56	25.79	27.02	28.25	29.48	30.71	31.94	33.17	34.40	35.63	36.86	38.09	39.32

FY21: 1.5% wage increase, effective June 25, 2020/Adopted by the Board as of February 28, 2020

UNION	TITLE	Step 1	1L	Step 2	2L	Step 3	3L	Step 4	4L	Step 5	5L	Step 6	6L	6LL
SES	Planning Aide	19.60	20.58	21.56	22.64	21.61	22.69	23.77	23.82	24.95	25.01	26.20	25.01	26.26
SES	Planning Data Analyst	30.43	31.95	33.47	35.15	33.55	35.23	36.91	36.99	38.75	38.84	40.69	38.84	40.78
SES	Purchasing Agent	30.16	31.67	33.18	34.83	33.25	34.91	36.57	36.66	38.41	38.49	40.31	38.49	40.41
SES	Purchasing Assistant	27.65	29.03	30.41	31.93	30.48	32.00	33.52	33.60	35.20	35.28	36.96	35.28	37.04
SES	Revenue Account Coordinator	21.20	22.26	23.32	24.48	23.37	24.54	25.71	27.00	27.00	27.06	28.35	27.06	29.76
SES	Revenue Collection Clerk	19.07	20.02	20.97	22.02	21.02	22.07	23.12	23.17	24.27	24.33	25.49	24.33	25.55
SES	Safety and Training Program Specialist I	35.51	37.29	39.07	41.01	39.15	41.11	43.07	45.23	43.17	45.33	47.49	45.33	47.60
SES	Safety and Training Program Specialist II	39.48	41.45	43.42	45.59	43.52	45.70	47.88	47.99	49.59	50.39	52.79	50.39	52.91
SES	Scheduling Analyst	30.43	31.95	33.47	35.15	33.55	35.23	36.91	36.99	38.75	38.84	40.69	38.84	40.78
SES	Senior Accounting Technician	26.74	28.08	29.42	30.88	29.48	30.95	32.42	32.50	34.05	34.13	35.76	34.13	35.84
SES	Senior Customer Service Representative	24.24	25.45	26.72	27.99	26.72	28.06	29.40	29.46	30.86	30.93	32.40	30.93	32.48
SES	Senior Financial Analyst	40.50	42.53	44.56	46.66	44.66	46.89	49.12	46.89	49.23	51.69	54.15	51.69	54.27
SES	Senior Payroll Specialist	29.49	30.96	32.43	34.06	32.51	34.14	35.77	34.14	35.85	37.64	39.43	37.64	39.52
SES	Senior Systems Administrator	45.69	47.97	50.25	52.77	50.37	52.89	55.41	52.89	55.53	58.31	61.09	58.31	61.23
SES	Senior Transportation Planner	40.97	43.02	45.07	47.32	45.17	47.43	49.69	47.43	49.80	52.29	54.78	52.29	54.90
SES	Systems Administrator	41.52	43.60	45.68	47.96	45.78	48.07	50.36	48.07	50.47	52.99	55.51	52.99	55.64
SES	Transportation Planner I	30.72	32.26	33.80	35.48	33.87	35.56	37.25	37.34	39.12	39.21	41.08	39.21	41.17
SES	Transportation Planner II	34.13	35.84	37.55	39.42	37.63	39.51	41.39	39.51	41.49	43.56	45.63	43.56	45.74
SEV	Electronic Technician	31.57	33.15	34.73	36.47	34.81	36.55	38.29	36.55	38.38	40.30	42.22	40.30	42.32
SEV	Lead Mechanic	32.07	33.67	35.27	37.03	35.35	37.12	38.89	37.12	38.98	40.93	42.88	40.93	42.98
SEV	Lead Parts and Materials Clerk	27.15	28.51	29.87	31.37	29.94	31.44	32.94	31.44	33.01	34.58	36.31	34.66	36.39
SEV	Lead Vehicle Service Worker	22.72	23.86	25.00	26.24	25.05	26.30	27.55	26.30	27.62	29.00	30.38	29.00	30.45
SEV	Mechanic I	24.06	25.26	26.46	27.78	26.52	27.85	29.18	27.85	29.24	30.70	32.16	30.70	32.24
SEV	Mechanic II	26.74	28.08	29.42	30.88	29.48	30.95	32.42	30.95	32.50	34.13	35.76	34.13	35.84
SEV	Mechanic III	29.40	30.87	32.34	33.95	32.41	34.03	35.65	34.03	35.73	37.43	39.31	37.52	39.40
SEV	Parts and Materials Clerk	22.63	23.76	24.89	26.14	24.95	26.20	27.45	26.20	27.51	28.82	30.27	28.89	30.33
SEV	Upholsterer I	22.72	23.86	25.00	26.24	25.05	26.30	27.55	26.30	27.62	29.00	30.38	29.00	30.45
SEV	Upholsterer II	24.99	26.24	27.49	28.86	27.55	28.93	30.31	28.93	30.38	31.90	33.42	31.90	33.50
SEV	Vehicle Body Repair Mechanic	24.99	26.24	27.49	28.86	27.55	28.93	30.31	28.93	30.38	31.90	33.42	31.90	33.50
SEV	Vehicle Service Detailer	20.81	21.85	22.89	24.03	22.94	24.09	25.24	24.09	25.29	26.55	27.81	26.55	27.88
SEV	Vehicle Service Worker I	17.03	17.88	18.73	19.66	18.77	19.71	20.65	19.71	20.70	21.74	22.78	21.74	22.83
SEV	Vehicle Service Worker II	18.99	19.94	20.89	21.94	20.94	21.99	23.04	21.99	23.09	24.24	25.39	24.24	25.45

Special Handling - filled positions as of 10/26/2019

UNION	TITLE	Step 1	1L	Step 2	2L	Step 3	3L	Step 4	4L	Step 5	5L	Step 6	6L	6LL
SES	Benefits Technician	24.83	26.07	27.31	28.67	27.37	28.74	30.11	28.74	30.18	31.69	33.20	31.69	33.27
SES	Human Resources Technician	25.59	26.87	28.15	29.55	28.21	29.62	31.03	29.62	31.10	32.66	34.22	32.66	34.29
SES	Planning Aide	23.08	24.23	25.38	26.65	25.44	26.71	27.98	26.71	28.05	29.45	30.85	29.45	30.92
SES	Planning Data Analyst	30.83	32.37	33.91	35.61	33.99	35.69	37.39	35.69	37.47	39.34	41.21	39.34	41.31
SEV	Mechanic I	24.46	25.68	26.90	28.24	26.96	28.31	29.66	28.31	29.73	31.22	32.71	31.22	32.78
SEV	Vehicle Service Worker I	17.24	18.10	18.96	19.92	19.01	19.96	20.91	19.96	20.96	22.01	23.06	22.01	23.11

Longevity Pay is based only on length of service.

Notes: \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022.

**Tentative Agreement**

Article 10.1 Pay Rates

Agree to pay scales as provided above.

Date

Dawn Crummie, Interim CEO/General Manager, Santa Cruz METRO

\*Jordan Vascones, President SEA Chapter



FY22: 2.5% wage increase, effective June 24, 2021/Adopted by the Board as of February 28, 2020

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	30.58	32.11	33.64	32.11	33.72	35.33	33.72	35.41	37.10	35.41	37.18	38.95	37.18	39.04	40.99	39.04	40.99	42.94
SEP	Assistant Safety & Training Coordinator	33.39	35.06	36.73	35.06	36.81	38.56	36.81	38.65	40.49	38.65	40.58	42.51	40.58	42.61	44.64	42.61	44.74	46.87
SEP	Custodial Supervisor	23.72	24.91	26.10	24.91	26.16	27.41	26.16	27.47	28.78	27.47	28.84	30.21	28.84	30.28	31.79	30.28	31.79	33.30
SEP	Customer Service Supervisor	27.95	29.35	30.75	29.35	30.82	32.29	30.82	32.36	33.90	32.36	33.98	35.60	33.98	35.68	37.38	35.68	37.46	39.24
SEP	Facilities Maintenance Supervisor	32.69	34.32	35.95	34.32	36.04	37.76	36.04	37.84	39.64	37.84	39.73	41.62	39.73	41.72	43.81	41.72	43.81	45.90
SEP	Fleet Maintenance Supervisor	36.98	38.83	40.68	38.83	40.77	42.71	40.77	42.81	44.85	42.81	44.95	47.09	44.95	47.20	49.51	47.20	49.51	51.92
SEP	Parts and Materials Supervisor	31.51	32.88	34.45	32.88	34.52	36.16	34.52	36.25	37.98	36.25	38.06	39.87	38.06	39.96	41.86	39.96	41.96	43.96
SEP	Revenue Collection Supervisor	26.40	27.72	29.04	27.72	29.11	30.50	29.11	30.57	32.03	30.57	32.10	33.63	32.10	33.71	35.40	33.71	35.40	37.09
SEP	Safety & Training Coordinator	36.10	37.91	39.72	37.91	39.81	41.71	39.81	41.80	43.79	41.80	43.89	45.98	43.89	46.08	48.38	46.08	48.38	50.68
SEP	Transit Supervisor	32.36	33.98	35.60	33.98	35.68	37.38	35.68	37.46	39.24	37.46	39.33	41.20	39.33	41.30	43.37	41.30	43.37	45.44
SEP	Transportation Planning Supervisor	47.24	49.60	51.96	49.60	52.08	54.56	52.08	54.68	57.28	54.68	57.41	60.14	57.41	60.28	63.15	60.28	63.29	66.30
SES	Accessible Services Coordinator	24.95	26.20	27.45	26.20	27.51	28.82	27.51	28.89	30.27	28.89	30.33	31.77	30.33	31.85	33.37	31.85	33.44	35.03
SES	Accountant I	31.19	32.75	34.31	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80
SES	Accountant II	34.30	36.02	37.74	36.02	37.82	39.62	37.82	39.71	41.60	39.71	41.70	43.69	41.70	43.79	45.88	43.79	45.98	48.17
SES	Accounting Clerk	20.71	21.75	22.79	21.75	22.84	23.93	22.84	23.98	25.12	23.98	25.18	26.38	25.18	26.44	27.70	26.44	27.76	29.08
SES	Accounting Specialist	30.14	31.65	33.16	31.65	33.23	34.81	33.23	34.89	36.55	34.89	36.63	38.37	36.63	38.46	40.29	38.46	40.38	42.30
SES	Accounting Technician	24.66	25.89	27.12	25.89	27.18	28.47	27.18	28.54	29.90	28.54	29.97	31.40	29.97	31.47	33.04	31.47	33.04	34.61
SES	Administrative Assistant	24.00	25.20	26.40	25.20	26.46	27.72	26.46	27.78	29.10	27.78	29.17	30.56	29.17	30.63	32.09	30.63	32.16	33.69
SES	Administrative Clerk	21.59	22.67	23.75	22.67	23.80	24.93	23.80	24.99	26.18	24.99	26.24	27.49	26.24	27.55	28.86	27.55	28.93	30.31
SES	Administrative Specialist	26.37	27.69	29.01	27.69	29.07	30.45	29.07	30.52	31.97	30.52	32.05	33.58	32.05	33.65	35.35	33.65	35.33	37.01
SES	Benefits Technician	25.17	26.43	27.69	26.43	27.75	29.07	27.75	29.14	30.53	29.14	30.60	32.06	32.06	33.63	35.25	33.63	35.33	37.01
SES	Buyer	25.76	27.05	28.34	27.05	28.40	29.75	28.40	29.82	31.24	29.82	31.31	32.80	31.31	32.88	34.45	32.88	34.52	36.16
SES	Claims Technician I	22.49	23.61	24.73	23.61	24.79	25.97	24.79	25.93	27.27	25.93	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58
SES	Claims Technician II	24.99	26.24	27.49	26.24	27.55	28.86	27.55	28.93	30.31	28.93	30.38	31.83	30.38	31.90	33.42	31.90	33.50	35.10
SES	Custodial Service Worker	17.65	18.53	19.41	18.53	19.46	20.39	19.46	20.43	21.40	20.43	21.45	22.47	21.45	22.52	23.59	22.52	23.65	24.78
SES	Customer Service Representative	20.71	21.75	22.79	21.75	22.84	23.93	22.84	23.98	25.12	23.98	25.18	26.38	25.18	26.44	27.70	26.44	27.76	29.08
SES	Customer Service Assistant	24.00	25.20	26.40	25.20	26.46	27.72	26.46	27.78	29.10	27.78	29.17	30.56	29.17	30.63	32.09	30.63	32.16	33.69
SES	Facilities Maintenance Worker I	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12	27.80	29.19	30.58
SES	Facilities Maintenance Worker II	24.22	25.43	26.64	25.43	26.70	27.97	26.70	28.04	29.38	28.04	29.44	30.84	29.44	30.91	32.38	30.91	32.46	34.01
SES	Financial Analyst	37.75	39.64	41.53	39.64	41.62	43.60	41.62	43.70	45.78	43.70	45.89	48.08	45.89	48.18	50.47	48.18	50.59	53.00
SES	Grants/Legislative Analyst	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43	40.50	42.53	44.56	42.53	44.66	46.79	44.66	46.89	49.12
SES	HR Analyst I	29.41	30.88	32.35	30.88	32.42	33.96	32.42	34.04	35.66	34.04	35.74	37.44	35.74	37.53	39.32	37.53	39.41	41.29
SES	HR Analyst II	32.36	33.98	35.60	33.98	35.68	37.38	35.68	37.46	39.24	37.46	39.33	41.20	39.33	41.30	43.27	41.30	43.37	45.44
SES	Human Resources Clerk	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12	27.80	29.19	30.58
SES	Human Resources Specialist	23.97	25.17	26.37	25.17	26.43	27.75	26.43	27.75	29.14	27.75	29.14	30.60	30.60	32.13	33.66	32.13	33.74	35.35
SES	Human Resources Technician	25.17	26.43	27.69	26.43	27.75	29.07	27.75	29.14	30.53	29.14	30.60	32.06	32.06	33.63	35.25	33.63	35.33	37.01
SES	Information Technology Support Analyst I	25.42	26.69	27.96	26.69	28.02	29.35	28.02	29.42	30.82	29.42	30.89	32.36	30.89	32.43	33.97	32.43	34.05	35.67
SES	Information Technology Support Analyst II	28.23	29.64	31.05	29.64	31.12	32.68	31.12	32.68	34.24	32.68	34.31	35.94	34.31	36.03	37.75	36.03	37.83	39.63
SES	Lead Custodial Service Worker	21.09	22.14	23.19	22.14	23.25	24.36	23.25	24.41	25.63	24.41	25.63	26.91	25.63	26.91	28.19	26.91	28.26	29.61
SES	Lead Facilities Maintenance Worker	29.04	30.49	31.94	30.49	32.01	33.53	32.01	33.61	35.21	33.61	35.29	36.97	35.29	37.05	38.90	37.05	38.90	40.75
SES	Legal Secretary	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12	27.80	29.19	30.58
SES	Paralegal I	31.19	32.75	34.31	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80
SES	Paralegal II	34.30	36.02	37.74	36.02	37.82	39.62	37.82	39.71	41.60	39.71	41.70	43.69	41.70	43.79	45.88	43.79	45.98	48.17
SES	Paratransit Eligibility Coordinator	31.19	32.75	34.31	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80
SES	Payroll Specialist	25.17	26.43	27.69	26.43	27.75	29.07	27.75	29.14	30.53	29.14	30.60	32.06	32.06	33.63	35.25	33.63	35.33	37.01

FY22: 2.5% wage increase, effective June 24, 2021/Adopted by the Board as of February 28, 2020

UNION	TITLE	Step 1	1L	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	20.09	21.09	21.09	22.14	23.19	22.14	23.25	24.36	23.25	24.41	25.57	24.41	25.63	26.85	25.63	26.91	28.19
SES	Planning Data Analyst	31.19	32.75	34.31	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80
SES	Purchasing Agent	30.91	32.46	34.01	32.46	34.08	35.70	34.08	35.78	37.48	35.78	37.57	39.36	37.57	39.45	39.45	41.42	43.39
SES	Purchasing Assistant	28.34	29.76	31.18	32.74	31.25	31.25	32.74	34.37	32.81	34.45	36.09	34.45	36.17	37.89	36.17	37.98	39.79
SES	Revenue Account Coordinator	21.73	22.82	23.91	23.96	25.10	23.96	25.16	26.36	25.16	26.42	27.68	26.42	27.74	29.06	27.74	29.13	30.52
SES	Revenue Collection Clerk	19.55	20.53	21.51	20.53	21.56	21.56	22.64	23.72	22.64	23.77	24.90	23.77	24.96	26.15	24.96	26.21	27.46
SES	Safety and Training Program Specialist I	36.40	38.22	40.04	40.13	42.04	40.13	42.14	44.15	42.14	44.25	46.36	44.25	46.46	48.67	46.46	48.78	51.10
SES	Safety and Training Program Specialist II	40.47	42.49	44.51	42.49	44.61	44.61	46.73	48.84	46.73	48.84	51.03	49.18	51.64	54.10	51.64	54.22	56.80
SES	Scheduling Analyst	31.19	32.75	34.31	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	39.82	41.81	43.80
SES	Senior Accounting Technician	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24	31.73	33.32	34.91	33.32	34.99	36.66	34.99	36.74
SES	Senior Customer Service Representative	24.85	26.09	27.33	26.09	27.39	28.69	27.39	28.76	30.33	28.76	30.20	31.64	30.20	31.71	33.22	31.71	33.30
SES	Senior Financial Analyst	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50	52.98	55.28
SES	Senior Payroll Specialist	30.23	31.74	33.25	31.74	33.33	34.92	33.33	35.00	36.67	35.00	36.75	38.50	36.75	38.59	40.43	38.59	40.52
SES	Senior Systems Administrator	46.83	49.17	51.51	49.17	51.63	54.09	51.63	54.21	56.79	54.21	56.92	59.63	56.92	59.77	62.62	59.77	62.76
SES	Senior Transportation Planner	41.99	44.09	46.19	44.09	46.29	48.49	46.29	48.60	50.91	48.60	51.03	53.46	51.03	53.58	56.13	53.58	56.26
SES	Systems Administrator	42.56	44.69	46.82	44.69	46.92	49.15	46.92	49.27	51.62	49.27	51.73	54.19	51.73	54.32	56.91	54.32	57.04
SES	Transportation Planner I	31.49	33.06	34.63	33.06	34.71	36.36	34.71	36.45	38.19	36.45	38.27	40.09	38.27	40.18	42.09	40.18	42.20
SES	Transportation Planner II	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43	40.50	42.53	44.56	42.53	44.66	46.79	44.66	46.89
SEV	Electronic Technician	32.36	33.98	35.60	33.98	35.68	37.38	35.68	37.46	39.24	37.46	39.33	41.20	39.33	41.30	43.27	41.30	43.47
SEV	Lead Mechanic	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05
SEV	Lead Parts and Materials Clerk	27.83	29.45	31.06	29.45	31.08	32.74	31.08	32.81	34.51	32.81	34.63	36.43	34.63	36.51	38.39	36.51	38.70
SEV	Lead Vehicle Service Worker	23.29	24.45	25.61	24.45	25.67	26.89	25.67	26.95	28.23	26.95	28.30	29.65	28.30	29.72	31.14	29.72	31.21
SEV	Mechanic I	24.66	25.89	27.12	25.89	27.18	28.47	27.18	28.54	29.90	28.54	29.97	31.40	29.97	31.47	32.97	31.47	33.04
SEV	Mechanic II	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24	31.73	33.32	34.91	33.32	34.99	36.66	34.99	36.74
SEV	Mechanic III	30.14	31.65	33.16	31.65	33.23	34.81	33.23	34.89	36.55	34.89	36.63	38.37	36.63	38.46	40.29	38.46	40.30
SEV	Parts and Materials Clerk	23.20	24.36	25.52	24.36	25.58	26.80	25.58	26.86	28.14	26.86	28.20	29.54	28.20	29.61	31.02	29.61	31.09
SEV	Upholsterer I	23.29	24.45	25.61	24.45	25.67	26.89	25.67	26.95	28.23	26.95	28.30	29.65	28.30	29.72	31.14	29.72	31.21
SEV	Upholsterer II	25.61	26.89	28.17	26.89	28.23	29.57	28.23	29.64	31.05	29.64	31.12	32.60	31.12	32.68	34.24	32.68	34.31
SEV	Vehicle Body Repair Mechanic	25.61	26.89	28.17	26.89	28.23	29.57	28.23	29.64	31.05	29.64	31.12	32.60	31.12	32.68	34.24	32.68	34.31
SEV	Vehicle Service Detailer	21.33	22.40	23.52	22.40	23.52	24.64	23.52	24.70	25.88	24.70	25.94	27.18	25.94	27.24	28.54	27.24	28.60
SEV	Vehicle Service Worker I	17.46	18.33	19.20	18.33	19.25	20.17	19.25	20.21	21.17	20.21	21.22	22.23	21.22	22.28	23.34	22.28	23.39
SEV	Vehicle Service Worker II	19.46	20.43	21.40	20.43	21.45	22.47	21.45	22.52	23.59	22.52	23.65	24.78	23.65	24.83	26.01	24.83	26.07
SEV	Electronic Technician	32.36	33.98	35.60	33.98	35.68	37.38	35.68	37.46	39.24	37.46	39.33	41.20	39.33	41.30	43.27	41.30	43.47
SEV	Lead Mechanic	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05
SEV	Lead Parts and Materials Clerk	27.83	29.45	31.06	29.45	31.08	32.74	31.08	32.81	34.51	32.81	34.63	36.43	34.63	36.51	38.39	36.51	38.70
SEV	Lead Vehicle Service Worker	23.29	24.45	25.61	24.45	25.67	26.89	25.67	26.95	28.23	26.95	28.30	29.65	28.30	29.72	31.14	29.72	31.21
SEV	Mechanic I	24.66	25.89	27.12	25.89	27.18	28.47	27.18	28.54	29.90	28.54	29.97	31.40	29.97	31.47	32.97	31.47	33.04
SEV	Mechanic II	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24	31.73	33.32	34.91	33.32	34.99	36.66	34.99	36.74
SEV	Mechanic III	30.14	31.65	33.16	31.65	33.23	34.81	33.23	34.89	36.55	34.89	36.63	38.37	36.63	38.46	40.29	38.46	40.30
SEV	Parts and Materials Clerk	23.20	24.36	25.52	24.36	25.58	26.80	25.58	26.86	28.14	26.86	28.20	29.54	28.20	29.61	31.02	29.61	31.09
SEV	Upholsterer I	23.29	24.45	25.61	24.45	25.67	26.89	25.67	26.95	28.23	26.95	28.30	29.65	28.30	29.72	31.14	29.72	31.21
SEV	Upholsterer II	25.61	26.89	28.17	26.89	28.23	29.57	28.23	29.64	31.05	29.64	31.12	32.60	31.12	32.68	34.24	32.68	34.31
SEV	Vehicle Body Repair Mechanic	25.61	26.89	28.17	26.89	28.23	29.57	28.23	29.64	31.05	29.64	31.12	32.60	31.12	32.68	34.24	32.68	34.31
SEV	Vehicle Service Detailer	21.33	22.40	23.52	22.40	23.52	24.64	23.52	24.70	25.88	24.70	25.94	27.18	25.94	27.24	28.54	27.24	28.60
SEV	Vehicle Service Worker I	17.46	18.33	19.20	18.33	19.25	20.17	19.25	20.21	21.17	20.21	21.22	22.23	21.22	22.28	23.34	22.28	23.39
SEV	Vehicle Service Worker II	19.46	20.43	21.40	20.43	21.45	22.47	21.45	22.52	23.59	22.52	23.65	24.78	23.65	24.83	26.01	24.83	26.07

Special Handling - filled positions as of 10/26/2019

UNION	TITLE	Step 1	1L	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Benefits Technician	25.45	26.72	27.99	26.72	28.06	28.06	29.46	30.86	29.46	30.93	32.40	30.93	32.48	34.03	32.48	34.10	35.72
SES	Human Resources Technician	26.23	27.54	28.85	27.54	28.92	30.30	28.92	30.37	31.82	30.37	31.89	33.41	31.89	33.48	35.07	33.48	35.15
SES	Planning Aide	23.66	24.84	26.02	24.84	26.08	27.32	26.08	27.38	28.68	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70
SES	Planning Data Analyst	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.31	36.58	38.41	40.24	38.41	40.33	42.25	40.33	42.37
SEV	Mechanic I	25.07	26.32	27.57	26.32	27.64	28.96	27.64	29.02	30.40	29.02	30.47	31.92	30.47	31.99	33.51	31.99	33.59
SEV	Vehicle Service Worker I	17.67	18.55	19.43	18.55	19.48	20.41	19.48	20.45	21.42	20.45	21.47	22.49	21.47	22.54	23.61	22.54	23.67

Notes: \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022.

Tentative Agreement

Article 10.1 Pay Rates

Agree to pay scales as provided above.



Dawn Crummie, Interim CEO/General Manager, Santa Cruz METRO

\*Jordan Vascones, President SEA Chapter

Date