



File #: 14-0315, Version: 1

REPORT TO COUNCIL

SUBJECT

Approve Amendments to the Salary Table of the Salary Resolution to Include the Term “Casual” or “Casual Seasonal” in the Job Title of Each Casual Classification and update references to the Workforce Investment Act as Appropriate.

BACKGROUND

This report recommends amending the Salary Table of City’s Salary Resolution and Classification Plan in order to facilitate easier tracking of employee work hours and status as required by the Patient Protection and Affordable Care Act (ACA). To accomplish this, all current Casual job titles need to include the term “Casual” in their title. Further, for each current Casual classification, an associated “Casual Seasonal” classification needs to be created to enable the City to clearly identify and track employees in each classification.

EXISTING POLICY

City Charter, Section 1103, *Classification*: additions or changes to the classification plan may be adopted from time to time by the City Council upon the recommendation of the City Manager.

ENVIRONMENTAL REVIEW

N/A

DISCUSSION

The Patient Protection and Affordable Care Act (ACA) requires that large employers, such as the City of Sunnyvale, offer health insurance coverage to employees that are considered full-time as defined by the ACA. Because the City offers health insurance to all regular City employees, the only employees impacted by the current requirements of the ACA are Casual employees, who are not eligible for health insurance benefits through the City. The ACA further allows employers to designate “seasonal” classifications that do not have to be offered health insurance coverage as long as they are only employed for a duration of 6 months or less and where they are hired and employed in association with a specific business cycle or season.

In order to facilitate the use of Casual Seasonal employees and to enable the City to differentiate between Casual Seasonal and non-seasonal Casual employees and track their hours as required by the ACA, revisions to the City’s Casual job titles to include the term “Casual” or “Casual Seasonal” are recommended.

While each Casual job description will mirror its associated Casual Seasonal job description, language will be added to each job description to specify the work hour and duration requirements of each respective classification.

It should also be noted that, while unrelated to the need to modify job titles of Casual classifications hour tracking purposes, all references to the Job Training Partnership Act (JTPA) have been replaced with Workforce Investment Act (WIA). In 1998, the Job Training Partnership Act was superseded by the Workforce Investment Act.

FISCAL IMPACT

As there is no change in pay or benefit rates with this action, implementing the change has no fiscal impact.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

ALTERNATIVES

1. Approve Amendment to the Salary Table of the Salary Resolution to include the term "Casual" or "Casual Seasonal" in the job title of each Casual classification and update references to the Workforce Investment Act as appropriate, effective the beginning of the pay period in which Council approves the Amendment.
2. Do not approve the recommendations contained in this report and look at an alternative resolution to bring back to the City Council.

STAFF RECOMMENDATION

Alternative 1: Approve Amendment to the Salary Table of the Salary Resolution to include the term "Casual" or "Casual Seasonal" in the job title of each Casual classification and update references to the Workforce Investment Act as appropriate, effective the beginning of the pay period in which Council approves the Amendment.

Prepared by: Doug Baker, Human Resources Manager
Reviewed by: Teri Silva, Director, Department of Human Resources
Approved by: Robert A. Walker, Interim City Manager

ATTACHMENTS

1. Resolution to amend the Salary Resolution Salary Table.