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## DEPARTMENT OF HUMAN RESOURCES



# SOLANO COUNTY

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November 2, 2018

Justin Decker  
Representative/Organizer  
Professional and Technical Engineers, Local 21  
649 Main Street, #226  
Martinez, CA 94553

Regarding: Petition for Modification of Representation Unit

Dear Justin:

I wanted to take a moment and acknowledge your October 29, 2018 email with the attached October 29<sup>th</sup> letter (Subject – Petition to Modify Bargaining Unit) and accompanying three (3) union membership cards. The October 29<sup>th</sup> letter ("Petition") provides for the following reasons why Unit 19, Senior and Executive Management, has petitioned for a unit modification by the inclusion of the Compliance and Quality Assurance Analyst classification into the bargaining unit:

- The classification [Compliance and Quality Assurance Analyst] is a professional-level classification. IFPTE Local 21 is a union of professionals in Solano County as well as throughout the Bay Area.
- The incumbents serve at the discretion of the Appointing Authority and are currently designed "at-will" (civil service exempt), which is in line with other classifications represented by IFPTE Local 21 in Solano County.
- The classification is designed as FLSA-exempt<sup>1</sup> and the incumbents receive administrative leave in lieu of overtime pay, which is in line with other classifications represented by IFPTE Local 21 in Solano County.
- Incumbents to the Compliance and Quality Assurance Analyst classification work in close proximity to and in collaboration with other Local 21-represented classifications and employees in Solano County.
- The minimum qualifications for the classification are within the range typical of classifications represented by IFPTE Local 21 in Solano County. Specifically, the incumbents must have a minimum of a Bachelor's degree and experience in the field.
- The incumbents are required to attain and maintain special certifications necessary for carrying out official duties. This, too, is a common requirements of incumbents to Local 21-represented classifications.
- The classification's prescribed benefits are roughly in line with other classifications represented by IFPTE Local 21 in Solano County.

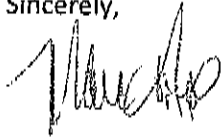
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<sup>1</sup> Incorrectly typed in your letter as "FLSA-exempt".

I am presently evaluating the Petition. Any additional information that Unit 19, Senior and Executive Management, wishes to provide which clarifies, defines, elaborates or otherwise explains why the proposed unit modification is appropriate and has a community of interest with the Unit 19 bargaining unit would be welcomed. Such information, however, must be received by me not later than Friday, November 9, 2018.

I can be reached at (707) 784-2552 should you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marc A. Fox', written over a horizontal line.

Marc A. Fox  
Director of Human Resources

Copy:

Mark Love, Employment Relations Manager  
Azniv Darbinian, Assistant County Counsel