




Office of the City Manager

CONSENT CALENDAR

January 15, 2008

To:  Honorable Mayor and Members of the City Council

From:  Phil Kamlarz, City Manager

Submitted by: David W. Hodgkins, Director of Human Resources

Subject: Classification: Vector Control Technician

RECOMMENDATION

Adopt a Resolution amending Resolution No. 61,805–N.S., Classification and Salary Resolution for Service Employees International Union (SEIU) Local 1021 (Legacy 535), to revise the Classification of Vector Control Technician and Establish a 2% Salary Differential effective January 13, 2008 for eligible employees.

FISCAL IMPACTS OF RECOMMENDATION

The estimated maximum annual cost of this proposal, assuming all three employees are certified by May 1, 2008 is \$3,800 in salary, plus one-time training costs. Funding will be allocated from Vector Control Fund 150-4304-440-1101.

CURRENT SITUATION AND ITS EFFECTS

The Manager of Environmental Health has requested a change in the minimum qualifications for the classification of Vector Control Technician to require possession, within one year of employment, of vertebrate and invertebrate vector control certifications as described under Vector-borne Disease section of the Certification and Continuing Education Guide issued by the State of California Department of Public Health.

Vector Control Technicians provide a variety of vector control services for the City under a contract with Alameda County. The City responds to all requests for service within city boundaries for both vertebrate and invertebrate vectors. In order to ensure that the Berkeley community receives adequate vector control services the Vector Control Technicians are required to have a minimum level of knowledge and training in vector control. The State certification program in public health vector control provides this training. Certifications are described in the Health and Safety Code, Section 116110 (d), which authorizes the California Department of Public Health to maintain a training and certification program for government agency vector control technicians.

Attachment B is the classification specification that references four categories of study required for employment as a Vector Control Technician. These are:

Category	Description of Continuing Education Curriculum Course (CEU)
A	Safe and Effective Use of Pesticides (12.0 CEU)
B	Mosquito Biology and Control (8.0 CEU)
C	Invertebrates of Public Health Significance Biology and Control (8.0 CEU)
D	Vertebrates of Public Health Significance Biology and Control (8.0 CEU)

An analysis of local public agencies that provide vector control services show various requirements and timelines for State of California certification as noted in the following chart:

Agency	Classification	- A - Pesticide Use	- B - Mosquito Control	- C - Invertebrates Control	- D - Vertebrates Control
Berkeley	Vector Control Technician	Desirable	See Note	Desirable	Desirable
Alameda Co.	Vector Control Officer	Within 12 months	Within 12 months	Within 12 months	Within 12 months
Contra Costa Co.	Vector Control Technician	Within 24 months	Within 24 months	Within 24 months	Within 24 months
San Francisco	Environmental Health Technician I	N/A	N/A	N/A	N/A
San Mateo Co.	Environmental Health Technician I /II	Within 18 months	Within 18 months	Within 18 months	Within 18 months
Santa Clara Co.	Vector Control Technician I/II	Within 18 months	Within 18 months	Within 18 months	Within 18 months

Note: Category "B" relates to the Biology and Ecology of Mosquitoes and includes training on species diversity, breeding habitat, life cycles, modes of disease transmission, transmission cycles, pathogens, impact on humans, and the legal aspects of mosquito abatement.

The City contracts with Alameda County Service Area VC 1984-1 to provide vector control services. In addition to being within CSA VC 1984-1 the City is also within the Alameda County Mosquito Abatement District. Mosquito calls are primarily handled by that district and it is unnecessary to require Category "B" certification of City of Berkeley Vector Control Technicians. Category "B" is therefore desirable but not a minimum qualification.

One of the three Vector Control Technicians on staff has the required certifications from the State. The Department of Health and Human Services will provide these remaining

two employees 18 months to obtain the required certifications. During that time the Department will pay the cost of training courses, and provide a total of 20 hours of joint class tutoring for the two uncertified Vector Control Technicians beginning 30 days prior to the exam. The employees may also utilize web-based training as needed.

We have reviewed this class and remuneration details with SEIU Local 1021 (Legacy 535) in a series of meetings held September through November 2007. A salary survey was conducted and shared with the union (Attachment C). It indicates the City of Berkeley is 1.19% above the median compensation of survey agencies. An analysis of local public agencies that provide vector control services shows various requirements and timelines for State of California certification, and a review of the comparable classes at these agencies also showed that State Certification was a requirement, not simply desirable. In recognition of the additional requirement for the City's Vector Control Technician classification, we have agreed with the union to establish a 2% vector control certification differential effective January 2008. One employee who already possesses the required certifications (Categories A, C and D) will be eligible for the differential. The remaining two employees will be eligible for the differential upon proof of certification. The Vector control certification differential of 2.0% will be eliminated and the base salary will be increased by 2% effective July 1, 2009, by which time all staff will have obtained the certifications.

BACKGROUND

Alameda County proposed a reduction in the Vector Control Services Contract, a major funding source for the vector control team, by 71%. The reasons given by the County for the proposed reduction were 1) a fiscal deficit in the Alameda County Vector Control Service District and, 2) suspected poor performance by the City in FY 2006. A review of the vector control program revealed a satisfactory level of service in FY 2006. However, a discrepancy exists between the expected level of service in the contract and the minimum qualifications of the Vector Control Technicians delivering the service. It was for this reason that the Manager proposed changes in the minimum qualifications and requested the Human Resources Department begin discussions with SEIU and finalize changes with the Personnel Board.

The Personnel Board discussed the proposed change at its December 3, 2007 meeting. By a unanimous vote, (Bess, Chan, Dixon, Eblé, Reyes, Robinson, Smith, – yes; Silver – absent), the Board recommended the following:

1. Revise the classification specification with new minimum qualifications for Vector Control Technician effective January 2008; and
2. Implement a 2% “vector control certification differential” on the base rate effective the first pay period in January 2008; and

3. Apply the 2% “vector control certification differential” to the salary rate of incumbents when they show proof of certification in accordance with the minimum qualifications; and
4. Adjust the salary range for Vector Control Technicians by 2% effective July 1, 2009 and remove the “vector control certification differential”.

RATIONALE FOR RECOMMENDATION

It has been the policy of the City to maintain and revise classifications on a regular basis to accommodate assignment of new duties and responsibilities, and, when applicable, to comply with regulatory requirements.

ALTERNATIVE ACTIONS CONSIDERED

Keep California State Certification in Vertebrate Vector Control and Terrestrial Invertebrate Vector Control as desirable and not as a minimum requirement.

CONTACT PERSON

David W. Hodgkins, Director of Human Resources, 981-6805

Attachments:

1. Resolution
 - Ex. A Class Specification – Vector Control Technician
 - Ex. B Salary Survey

RESOLUTION NO. ##,###-N.S.

AMENDING RESOLUTION NO. 61,805–N.S., CLASSIFICATION AND SALARY RESOLUTION, TO REVISE CLASSIFICATION OF VECTOR CONTROL TECHNICIAN

WHEREAS, The Manager of Environmental Health has requested a change in the minimum qualifications for the classification of Vector Control Technician to require possession, within one year of employment, of vertebrate and invertebrate vector control certifications; and

WHEREAS, The Department of Human Resources and Service Employees International Union Local 1021 (SEIU Local 535 Legacy) have met and conferred on the proposed change in the minimum qualifications and establishment of a 2% “vector control differential” for a specified period for eligible employees; and

WHEREAS, at its December 3, 2007 meeting the Personnel Board recommended a revision of the classification specification and minimum qualifications for Vector Control Technician (Exhibit A), implementation of a 2% “vector control certification differential” on the base rate effective the first pay period in January 2008, and application of a 2% differential upon proof of certification; and

WHEREAS, the Personnel Board further recommended an adjustment in salary range of 2% (Exhibit B) effective July 1, 2009 and removal of the “vector control certification differential”; and

WHEREAS, funding will be allocated from Vector Control Fund 150-4304-440-11-01.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that Resolution No. 61,805–N.S., Classification/Salary Resolution for SEIU Local 535 is amended to Revise the Classification of Vector Control Technician and Establish a Two Percent Vector Control Salary Differential (2%) effective January 13, 2008 for eligible employees.

City of Berkeley
Class No. 3404
January 2008

VECTOR CONTROL TECHNICIAN

DEFINITION

Under general supervision, responsible for the discovery, abatement and prevention of vector rodent or insect infestations in an assigned area; performs related work as assigned.

CLASS CHARACTERISTICS

This is an entry-level technical class in which incumbents learn to bait traps and use other materials utilized in insect or rodent abatement. As proficiency and experience are gained, there is greater independence of action within clearly established guidelines. This class is distinguished from the Senior Vector Control Technician in that the latter is the working lead level classification with responsibility for planning, organizing, directing, and reviewing the work of assigned Vector Control staff.

EXAMPLES OF DUTIES

The following list of duties is intended only to describe the various types of work that may be performed, the level of technical complexity of the assignment(s) and is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement.

1. Conducts specified inspections of private, business or public property including yards, basements, attics, stores, vacant lots and other potential insect or rodent breeding places;
2. Places poison bait, sets traps to eliminate rodents; collects wild rodents for laboratory examination for plague and flea counts, or may use materials to eliminate insects;
3. Raises sewer lids; conducts dye test on sanitary sewer laterals and posts warning signs; may sample creek water to test for sewage;
4. Recommends abatement methods to property owners and tenants;
5. Issues citations and enforces various sanitation laws, ordinances and municipal codes, including abandoned vehicles;
6. Reports questionable or unsanitary health conditions to appropriate supervisory staff;

7. Prepares basic reports of work performed and written documentation of inspections and investigations; and
8. Performs related duties as assigned.

QUALIFICATIONS

Note: The level and scope of the knowledge, skills and abilities listed below are related to job duties as defined under Class Characteristics.

Knowledge of:

1. Vector-borne diseases, breeding places and habits of insects and rodents;
2. Methods of prevention and control of vector infestation, pesticide safety, and hazards to non-target species;
3. Safety practices applicable to field work performed by Vector Control Technicians;
4. Uses and care of basic hand tools;
5. Basic business arithmetic including proportions; and
6. Basic record keeping techniques.

Skill in and ability to:

1. Apply the techniques and principles of vector control agents and materials;
2. Perform thorough inspections and investigations of complaints;
3. Prepare clear, concise and complete reports and other written documentation;
4. Instruct the public in proper vector infestation prevention techniques; and
5. Establish and maintain effective working relationships with those contacted in the course of the work.

OTHER REQUIREMENTS

Must be able to travel to various locations within and outside the City of Berkeley to meet the program needs and to fulfill the job responsibilities. When driving on City business the incumbent is required to maintain a valid California driver's license as well as a satisfactory driving record.

Must have sufficient strength to pull sewer lids, which require 75-100 pounds force pull, and to lift 50 pounds using an assisted lifting device.

Must obtain a California State Certificate as a Certified Technician in Vertebrate Vector Control and Terrestrial Invertebrate Vector Control Categories A, C and D within one year of employment. Certification in Category B is desirable.

A TYPICAL WAY OF GAINING THE KNOWLEDGE AND SKILLS OUTLINED ABOVE IS:

Equivalent to graduation from high school and six (6) months experience involving vector control or pest control is desirable.

Established: 11/88

Revised: 09/92

Revised: 02/96

Revised: 1/08

Vector Control Technician

Agency	Salary Range Effective Date	Classification Title	Maximum Salary	Employer Paid Member Pension Contribution (%)	Employer Paid Member Pension Contribution (\$)	Other Compensation	Adjusted Maximum
Berkeley	07/01/07	Vector Control Technician	\$4,403	8.00%	\$352	\$181	\$4,936
Alameda Co	07/01/07	Vector Control Officer	\$4,878	0.00%	-	-	\$4,878
Concord	07/01/07	No Match			-	-	
Contra Costa Co.	10/01/07	Vector Control Technician	\$3,350	2.72%	\$91		\$3,441
Daly City	09/01/07	No Match					
Fremont	07/01/07	No Match					
Hayward	07/01/07	No Match					
Oakland	07/01/07	No Match					
Palo Alto	01/01/07	No Match					
Richmond	07/01/07	No Match					
San Francisco	07/01/07	Environmental Health Technician I (#6108)	\$5,064	7.50%	\$380	-	\$5,444
San Jose	07/01/07	No Match			-	-	
San Leandro	01/01/07	No Match			-	-	
San Mateo	07/01/07	No Match			-	-	
San Mateo Co.	11/01/07	Environmental Health Technician I/II	\$4,651	3.53%	\$164	-	\$4,815
Santa Clara	07/01/07	No Match					
Santa Clara Co.	07/01/07	Vector Control Technician I/II	\$4,585	7.00%	\$321	-	\$4,906
Vallejo	07/01/07	No Match			-	-	
Median							\$4,878
Lead(+)/Lag(-)							1.19%
Agency Matches							5

