



Superior Court of California

County of San Francisco

Administrative Office 400 McAllister Street, Room 205, San Francisco, CA 94102-4514

Date: 05/11/2022

AUTHORIZATION #22-02

AUTHORIZATION OF THE SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN FRANCISCO, SETTING SCHEDULES OF COMPENSATION AND OTHER ECONOMIC BENEFITS BEGINNING MAY 11, 2022 FOR THE CLASSIFICATION OF COURT COMMISSIONER, SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN FRANCISCO.

I. This authorization, which has been approved pursuant to Government Code section 71623 and 71673, establishes the rates of compensation and additional benefits for the Court classification of 985C Court Commissioner.

II. The schedule of compensation authorized herein and the specified Court contribution to the cafeteria plan benefits shall be effective May 11, 2022, and after, as specified. All other additional benefits specified in this authorization are effective from the effective date of this authorization.

III. For purposes of this authorization, the term "covered employee" shall mean those classifications of employees enumerated in Paragraph I of this document, unless otherwise specifically included or excluded in the text of the authorization section. The term "Court" shall mean the Superior Court of California, County of San Francisco. The term "City" shall mean the City and County of San Francisco.

IV. Compensation and Additional Economic Benefits for Covered Employees

A. WAGES

The salary rate for the classification 985C Court Commissioner shall remain established at a rate of 85% of the annual rate paid to a Superior Court Judge.

B. HEALTH AND DENTAL CARE BENEFITS

1. Maintenance of Benefits: Permanent full-time employees, permanent part time employees whose regular work schedules are at least 20 hours per week, and temporary employees with 1040 hours of service, within a consecutive 12-month period of time, are eligible to be enrolled in the Health Service System of the City and County of San Francisco. Benefit levels shall be consistent with similarly situated managerial employees of the City and County of San Francisco.

2. Dental Benefits: The Court shall continue to contribute a monthly amount per covered employee sufficient to continue the family dental coverage provided.

3. Management Compensation Package flexible benefits program:

a. The Court shall contribute biweekly for each covered employee, toward the Management Compensation Package flexible benefits program, the total of following amounts for both employee and dependent coverage:

1/1/2019: \$1,137.00

1/1/2020: \$1,163.00

1/1/2021: \$1,231.00

1/1/2022: \$1,299.00

1/1/2023: \$1,325.00

1/1/2024: \$1,405.00

1/1/2025: \$1,490.00

b. The elements of the flexible benefits program shall include but are not limited to: employee health care, dependent health care, DCAP, disability insurance, term life insurance and other life insurance, accident insurance, etc. Specific plan design shall be subject to administrative feasibility, as determined by the City for similarly situated City and County managers. The benefits plan shall conform to provisions of IRS Code Section 125.

c. Employees are required to participate in employee health care or demonstrate to the satisfaction of the Health Service System that they are carried as a dependent on another plan for the duration of the plan year.

C. LIFE INSURANCE

The Court shall arrange for the City to purchase a \$150,000 group term life insurance policy for each covered employee and the Court will contribute to all costs of such a policy. This section shall not diminish any existing rights of covered employees to purchase supplemental coverage through the Management Compensation Package.

D. RETIREMENT CONTRIBUTION

For the classification 985C Court Commissioner, the Court shall contribute on behalf of the employee the total amount of the employee's contribution obligation, as determined by the Charter of the City and County of San Francisco for similarly situated City and County of San Francisco miscellaneous members.

E. LEGAL HOLIDAYS

Days designated as Court holidays by state statute are paid legal holidays. All holiday pay shall be distributed as part of the regular pay warrants for the period in which the holiday pay was earned.

F. PAID TIME OFF

1. Vacation:

The Presiding Judge of the Court will allow full-time, covered employees 30 days (240 hours) per calendar year of paid vacation. For covered employees who work less than full time, this allotment will be prorated based on established Court practice where one year of full time service is equal to 2080 paid hours. The total allotment of vacation days granted each January 1 will be reduced by any unused amount of vacation days remaining at the close of business on the preceding December 31. The Presiding Judge, in his or her sole discretion, may authorize more paid, vacation days equal to the number of vacation days that the covered employee did not use in the previous calendar year. The Court will maintain records of vacation time for each covered employee.

2. Personal Leave:

The Presiding Judge may grant each covered employee two days (16 hours) of paid, personal leave per calendar year. For covered employees who work less than full time, this allotment will be prorated based on established Court practice where one year of full time service is equal to 2080 paid hours. The total allotment of personal leave hours granted each January 1 will be reduced by any unused amount of personal leave hours remaining at the close of business on the preceding December 31.

3. Sick Pay:

The Presiding Judge, in his or her sole discretion, may grant sick days with pay to any covered employee as deemed appropriate.

G. SEPARATION & SEVERANCE PAY

1. When involuntarily removing or releasing from employment a covered employee, the Court Executive Officer will inform the employee at least thirty (30) calendar days before his/her final day of work.

2. When the Court involuntarily removes or releases from employment a covered employee—except an employee who is being terminated for cause—the employee shall receive severance pay in the amounts reflected below in exchange for a release signed by the employee of any and all claims the employee may have against the Court—including any officer or employee thereof. This release does not affect claims or rights an employee may have independent of this authorization, such as those rights arising under state or federal law. For less than full time employees, the amounts paid in severance will be prorated based on established Court practice where 1 year of full time service is equal to 2080 paid hours.

1 year of service – 1 week of pay (half a pay period)

Over 2 years of service – 2 weeks of pay (one pay period)

Over 3 years of service – 3 weeks of pay (1.5 pay periods)

Over 4 years of service – 4 weeks of pay (2 pay periods)

Over 5 years of service – 5 weeks of pay (2.5 pay periods)

I. FINGERPRINTING

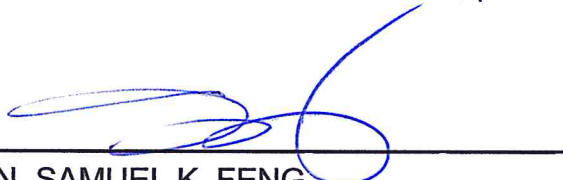
The Court shall bear the full cost of fingerprinting whenever such is required of an employee.

J. DAMAGED OR STOLEN PROPERTY

Any employee who qualifies for reimbursement for property damaged, destroyed or stolen in the line of duty shall submit a claim to the Court Executive Officer with all available documentation not later than thirty (30) calendar days after the date of such alleged occurrence. Any employee shall be entitled to the appropriate reimbursement no later than one hundred twenty (120) days following the submission of such claim. Reimbursement may be delayed if the employee does not submit the appropriate documentation.

V. CERTIFICATION:

The Superior Court of California, County of San Francisco, has approved the terms of the above authorization, per Government Code sections 71623 and 71673.



HON. SAMUEL K. FENG
Presiding Judge
Superior Court of California, County of San Francisco

5/24/2022
DATE