

Negotiations between Service Employee International Union, Local 521 and
County of Santa Clara
Proposal #6
Public Health Nurse Unit Table

DATE: 6/23/23
TIME: 12:00 PM

C.1	REALIGNMENTS	SEE ATTACHED
C.2	PUBLIC HEALTH VOLUNTARY REDUCED WORK HOURS	NO CHANGE - CCL
C.3	ACCUMULATED TIME EARNED	TA to CCL
C.6	WORK OUT OF CLASSIFICATION ASSIGNMENT	TA to MP 6/9/23
C.8	EDUCATION/LICENSURE MAINTENANCE PROVISIONS	SEE ATTACHED
C.11	SPECIAL ASSIGNMENTS	TA to MP - CCL
C.14	LEAD ASSIGNMENTS	NO CHANGE - CCL
C.17	STATE OR NATIONAL CERTIFICATION PAY	SEE ATTACHED
C.19	*NEW* PRECEPTOR PAY	SEE ATTACHED

This is a PACKAGE proposal with the Master Package. Rejection of the Package proposal in part or whole by the County shall revert the Union's previous proposal.

ALL OTHER ARTICLES NOT SPECIFICALLY MENTIONED ABOVE WILL BE NEGOTIATED AT A LATER DATE OR WILL REMAIN AS UNION'S POSITION IN IT'S INITIAL PROPOSAL, NO CHANGE OR HAVE BEEN T.A.'D. UNION RESERVES THE RIGHT TO MODIFY AND/OR AMEND IT'S PROPOSALS.

PHN Union Counter Proposal – June 23, 2023 PACKAGE

Proposal with the Master

C.1 – Job Classifications

The following job classifications will be represented by the Public Health Nurse Unit:

Job Code	Job Title
S50	Public Health Nurse I
S48	Public Health Nurse II
S47	Public Health Nurse III
S45	Public Health Nurse Specialist

The salary shall be identified by job code and listed in Appendix A.

Salary realignment proposals for the Public Health Nurse Unit may be submitted during Public Health Nurse Unit negotiations.

Realignments:

Effective after ratification by the Board of Supervisors (salary ordinance amendment effective the first pay period after the second reading by the Board of Supervisors), the following classifications shall receive realignments, separate and apart from the General Wage Increase and Classification Study Report for the Public Health Nurse Classifications series dated January 20, 2023, as listed below:

JOB CODE	CLASSIFICATION	REALIGNMENT
S50	Public Health Nurse I	510.00%
S48	Public Health Nurse II	105.00%
S47	Public Health Nurse III	510.00%
S45	Public Health Nurse Specialist	510.00%

Effective June 15, 2021 (pay period 21/23), the following classifications shall receive realignments as listed below:

JOB CODE	CLASSIFICATION	REALIGNMENT
S50	Public Health Nurse I	1.00%
S48	Public Health Nurse II	1.00%
S47	Public Health Nurse III	1.00%
S45	Public Health Nurse Specialist	1.00%

PHN Union Proposal –6/23/23 – ~~SEIU 521 Package Proposal~~

C.8– Educational/Licensure Maintenance Provisions

a. Continuing Education Leave

~~2–1. The County agrees to provide time without loss of compensation and benefits for workers within the Public Health Nursing Unit to participate in Board of Registered Nurses approved continuing educational courses, seminars, in-service training, workshops, and courses taken for certifications and credentials, provided it is needed in order to maintain licensure and is clearly identified as needed for maintenance of licensure. Time off will be made available, provided that the required work is covered.~~

~~2. For the purpose of providing time without loss of compensation and benefits, workers in the PHN Unit will only be provided with enough paid time up to thirty (30) hours per calendar year for educational leave, required to fulfill the continuing education units needed for maintenance of licensure by the State of California every two years. Educational leave for PHNs in half-time codes and split codes will be prorated.~~

~~If the worker is requesting more educational leave than than needed to meet the State of California requirement for maintenance of licensure, vacation, personal time, compensatory time or leave without pay must be used.~~

~~3. Educational leave granted shall not be counted toward the base period in calculation of overtime.~~

~~4. Every effort shall be made to arrange scheduling for the individual nurse's use of educational leave time.~~

~~5. If the educational leave falls on the PHN's day off, the PHN shall select one of the following:~~

~~* The day will be charged to educational leave and the nurse will have a day added to the nurse's Paid Time Off Balance, or~~

~~* The day will be charged to educational leave and the PHN will be given another day off during the pay period, or~~

~~* The day will not be charged to educational leave.~~

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5.4. Participation in the Public Health Nursing Unit

Education/Licensure Maintenance Provisions shall not alter the nurses' right to benefits included in the Educational Leave and Tuition Reimbursement under Section 12.9 of the Master Agreement.

b. Maintenance of Licensure Fund

2. The County will fund, on a matching basis, twenty-five thousand dollars (\$25,000) over the contract period for continuing education. This amount is over and above the tuition reimbursement fund in the master agreement.
3. Funding shall include, but not be limited to, reimbursement for related expenses such as travel, lodging, and meals, in accordance with County policy.
4. Funding for tuition and books will be on a one hundred percent (100%) basis. Funding for related expenses in C.8 (b) (2) will be on a matching basis: fifty percent (50%) by the County and fifty percent (50%) by the worker, up to a total draw per worker of six hundred seventy-five dollars (\$675) per two-year licensure period.
5. The Department will be responsible for administering the funds. A financial statement reflecting the status of the fund will be forwarded to the Union semi-annually each fiscal year thereafter.
6. Reimbursement forms will be available in all offices. Reimbursement monies will be included in the workers regular pay check.

Note: Workers interested in accessing the fund must fill out the "PHN Educational/Licensure Maintenance Provisions Request for Reimbursement".

c. Requests for Continuing Education Leave and/or Reimbursement

1. Requests for continuing education leave and/or reimbursement will include a copy of the announcement with information about the course. If an announcement is not available for the course, details in the written application for PHN Educational/Licensure Maintenance Provisions shall include but not limited to the course(s), institute, hours, and the number of CEUs credited to maintenance of licensure.

2. Requests for continuing education leave and/or

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reimbursement must be received by the worker's immediate supervisor no less than twenty (20) working days prior to the requested date of continuing education leave and/or commencement of course requested for reimbursement. At least ten (10) working days prior to the commencement of the continuing education leave date and/or commencement of course requested for reimbursement, the worker's immediate supervisor shall respond in writing to the nurse. When notification of a need for continuing education leave and/or reimbursement for a course is received less than twenty (20) working days prior to the date requested for continuing education leave and/or commencement of course requested for reimbursement, the worker's direct supervisor may consider approval based on operational needs.

3. In all instances set forth above, the continuing education leave and/or reimbursement requests shall be subject to approval by the worker's direct supervisor. Such requests shall not unduly interfere with staffing requirements of the Department or duplicate comparable training offered by the Department. The Department agrees that it shall not unreasonably withhold approval. If denied, the reason for denial will be stated by the Department.
4. Written proof of attendance may be requested by the Department.

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C.17 – State or National Certification Pay

Annual compensation of ~~two hundred fifty~~ three hundred dollars (\$250 300.00)-may be issued to a coded worker in the Public Health Nursing Unit who is certified or recertified in a specialty that is applicable to her/his current area of practice in the Public Health Department. Each coded worker in the Public Health Nursing Unit may apply for State or National Certification Pay provided:

- a. The certification is clinically relevant to the worker's current area of practice in the Public Health Department and will enhance the worker's knowledge base and skill in providing expert care to Public Health Department clients.
- b. The certification is issued by a state or nationally recognized accrediting agency and applicable to current area of practice in the Public Health Department.
- c. Certification that is required by the California Board of Registered Nursing (BRN) to meet certification or recertification requirements as a Public Health Nurse shall not qualify for State or National Certification Pay

Verification of successful completion of such certification or recertification must be submitted during the month of April to receive State or National Certification Pay.

- a) Preceptorship Program. The Preceptorship Program includes a complete process of assessment and evaluation of competencies for a qualified Preceptor in the Department of Public Health (Department). The structure, objectives, and content of the formalized training program and the amount of formalized training shall be determined by the Department after meeting with the Professional Performance Committee (PPC) for input and feedback, prior to implementation.
- b) Eligibility. To be eligible for the Preceptorship Program, the worker must:
 - 1) Be employed as a Public Health Nurse (PHN) II/III or PHN Specialist and have at least two (2) years of relevant PHN experience.
 - 2) Have successfully completed a Department authorized preceptor training and orientation program and meet preceptor competencies. Any precept by PHN prior to development and implementation of the training, shall not prohibit PHN from receiving the Preceptor Pay, as outlined in this article, if authorized and/or directed by the Director of Public Health Nursing or Director's designee.
 - 3) Agree to the role, duties, and responsibilities outlined in the role descriptions for a Preceptor that is approved and assigned by the Department.
- c) Assignment. Service as a Preceptor is voluntary. The Director of Public Health Nursing, or Director's designee will assign Preceptor opportunities as equitably as practical to eligible workers who volunteer for a Preceptor assignment. To participate in the Preceptorship Program, workers must express their interest in volunteering by emailing their direct manager or designee pursuant to this Section. Confirmation of assignment to serve as a preceptor, will be done via email by the preceptor's manager. Preceptor assignments are based on need and requests from outside agencies, and therefore cannot be guaranteed based on a worker's eligibility and interest.
- d) Pay Differential. Eligible workers assigned as Preceptors shall be paid an additional one dollar and seventy-five cents (\$1.75) per hour for the hours they are assigned to, and actually do, precept. Workers are responsible for accurately capturing Preceptor hours on their timecard. This differential shall not apply for the purposes of computing a worker's overtime rate or other pay premiums.
- e) "Precepting" Defined.
 - 1) Precepting means training/teaching nursing students who require one-on-one preceptorship with a PHN to fulfill clinical hours that are part of a Board-approved educational curriculum. For the purposes of this paragraph, "Board" means the California Board of Registered Nursing.

- 2) Precepting does not include time spent orienting new employees/staff (e.g., acting as a Guide Nurse); teaching new equipment or new skills; nor working with nursing students who are performing their routine clinical rotations or shadowing short term during their routine clinical rotations.