



**SERVICE EMPLOYEES  
INTERNATIONAL UNION  
CTW-CLC**

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[www.seiu521.org](http://www.seiu521.org)



## SENT BY EMAIL, FAX AND US MAIL

November 20, 2013

Joe Paul Gonzalez  
County Auditor  
County of San Benito  
481 Fourth Street, Second Floor  
Hollister, CA 95023

Dania Torres Wong  
Chief Negotiator  
c/o Georgia Cochran  
Interim Human Resources Director  
County of San Benito  
481 4<sup>th</sup> Street, 1<sup>st</sup> Floor  
Hollister, CA 95023

Dear Mr. Gonzalez and Ms. Wong:

### RE: REQUEST FOR NECESSARY AND RELEVANT INFORMATION

I am the Internal Organizer recently assigned to the San Benito County Employees Association Chapter of the Service Employees International Union, Local 521 ("Union"). The Union and the County of San Benito ("County") were parties to an expired Memorandum of Understanding. On multiple occasions, the County and the Union have met and conferred over the provisions of a successor Memorandum of Understanding. The Union continues to consider the County's proposals. In order to analyze the County's proposals and to prepare proposals for presentation and consideration of County representatives, the Union, pursuant to its rights under the Meyers Miliias Brown Act and the California Public Records Act, hereby respectfully requests and demands that the following necessary and relevant information be emailed to [henry.soria@seiu521.org](mailto:henry.soria@seiu521.org) no later than the close of County business on December 10, 2013:

1. The unaudited General Fund – Balance Sheet for the 2012-2013 Fiscal Year;
2. The unaudited General Fund – Statement of Revenues, Expenditures and Changes in Fund Balance for the 2012-2013 Fiscal Year;
3. For the 2013-2014 Fiscal Year, the most recent budget-to-actual report;
4. Starting with the 2009-2010 Fiscal Year and for each fiscal year

thereafter:

- a. a listing of budgeted positions by classification;
- b. identification of bargaining unit placement for each position, if any;
- c. the name of each employee who filled each budgeted position, identification of the position classification filled by the employee, and the dates of employment in which the employee filled the position during the fiscal year;
- d. for every position without an incumbent employee for any period of two (2) weeks or more, identification of each position, each position's allocated classification, and all dates in which the position was without an incumbent employee;
- e. total budgeted base wages for each position;
- f. total budgeted overtime wages for each position;
- g. total budgeted special pay wages for each position;
- h. total budgeted benefits (excluding OPEB) expenditures for each position;
- i. total budgeted OPEB expenditures for each position;
- j. total budgeted employer share CalPERS contributions paid by the County for each position;
- k. total budgeted employee share CalPERS contributions paid by the County for each position;
- l. total budgeted employee share CalPERS contributions paid by the employee for each budgeted position;
- m. total actual base wages paid for each position;
- n. total actual overtime wages paid for each position;
- o. total actual special pay wages paid for each position;
- p. total actual benefit related expenditures, excluding OPEB for each position;
- q. total actual OPEB expenditures for each position;
- r. total actual employer share CalPERS contributions paid by the County for each position;

- s. total actual employee share CalPERS contributions paid by the County for each position; and
  - t. total actual employee share CalPERS contributions paid by each employee for the employee's budgeted position;
5. Starting with the 2009-2010 Fiscal Year and for each fiscal year thereafter, total actual savings realized by concessions from each non-represented group of employees and each bargaining unit;
  6. Starting with the 2009-2010 Fiscal Year and for each fiscal year thereafter, total budgeted savings realized by concessions from each non-represented group of employees and each bargaining unit;
  7. Starting with the 2009-2010 Fiscal Year and for each fiscal year thereafter, total actual wages and benefits for each non-represented group of employees and each bargaining unit;
  8. Starting with the 2009-2010 Fiscal Year and for each fiscal year thereafter, total budgeted wages and benefits for each non-represented group of employees and each bargaining unit;
  9. Starting with the 2013-2014 Fiscal Year and for each fiscal year thereafter, projected increases in total compensation for each non-represented group of employees and each bargaining unit through the expiration of each unit's resolution/MOU;
  10. Starting with the 2009-2010 Fiscal Year and for each year thereafter, total budgeted benefit expenditures paid for by employees in each non-represented group of employees and each bargaining unit;
  11. Starting with the 2009-2010 fiscal year and for each year thereafter, total actual benefit expenditures paid for by employees in each non-represented group of employees and each bargaining unit;
  12. Starting with the 2009-2010 fiscal year and for each year thereafter, total budgeted benefit expenditures paid by the County on behalf of employees in each non-represented group of employees and each bargaining unit;
  13. Starting with the 2009-2010 fiscal year and for each year thereafter, total actual benefit expenditures paid by the County on behalf of employees in each non-represented group of employees and each bargaining unit;
  14. Starting with the 2009-2010 fiscal year and for each year thereafter, total budgeted benefit expenditures paid by the County on behalf of the County for each non-represented group of employees and each bargaining unit;

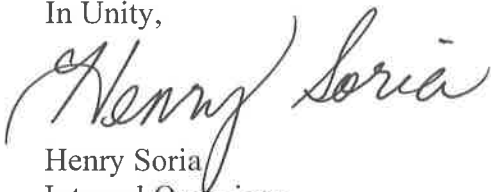
15. Starting with the 2009-2010 fiscal year and for each year thereafter, total actual benefit expenditures paid by the County on behalf of the County for each non-represented group of employees and each bargaining unit;
16. Regarding "PERS MEDICAL PREMEIUMS Paid by the County" (See Appendix A), the number of "Active Members" represented by SEIU Local 521 and the corresponding estimated annual payment for those active members;
17. Regarding "PERS MEDICAL PREMEIUMS Paid by the County" (See Appendix A), the number of "Retirees" who retired from any position allocated to any classification in the County's General Unit and the corresponding estimated annual payment for those retirees;
18. Regarding "PROPOSED SAVINGS FROM CONCESSIONS" (See Appendix B), the fiscal year budget from which the specified figures are based;
19. Regarding "NEW POSITIONS FY 13/14" (See Appendix C), the positions funded, the departments the positions are allocated to, and the budgeted cost for each position;
20. Regarding "RESTRICTED FUND BALANCE 07/01/2012" (See Appendix D), the "constraints placed by external creditors, grantors, contributors, or laws or regulations of other government, or imposed by law through constitutional provisions or enabling legislation;"
21. Regarding "ADDITIONAL COSTS DUE TO RESTORATION" (See Appendix E), the fiscal year budget from which the specified figures are based;
22. All schedules from the 2013-2014 Fiscal Year budget process;
23. Starting with the 2009-2010 Fiscal Year and for each fiscal year thereafter, the budget assumptions used to develop each fiscal year budget for each group of non-represented employees and each bargaining unit relating to:
  - a. Rates of pay;
  - b. The percentage value of wages paid by employees towards the employee share of CalPERS contributions;
  - c. The percentage value of wages paid by the County towards the employee share of CalPERS contributions;
  - d. The percentage value of wages paid by the County towards the County's share of CalPERS contributions;
  - e. The budgeted expenditures for step advancement;

- f. For each medical benefit option available to employees, identification of the benefit option and the cost to the employee;
- g. For each medical benefit option available to employees, identification of the benefit option and the cost to the County; and

24. Identification of agencies the County considers to be comparable public agencies for the purposes of comparing the wages, hours, and working conditions of employees in the County's General Unit.

Please contact me by email at [henry.soria@seiu521.org](mailto:henry.soria@seiu521.org) if you have any questions.

In Unity,



Henry Soria  
Internal Organizer  
Service Employees International Union, Local 521

cc: Chapter Executive Board  
Chapter Negotiating Team  
Debbie Narvaez, Region Director  
Georgia Cochran, Interim Director of Human Resources

## APPENDIX A

**PERS MEDICAL PREMIUMS**  
Paid by the County



**AS OF SEPTEMBER 2013**  
**ESTIMATED ANNUAL PAYMENTS**

**ACTIVE MEMBERS**

315

\$3.8 MILLION

**RETIREES**

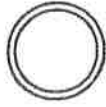
214

\$1.5 MILLION

## **APPENDIX B**



# PROPOSED SAVINGS FROM CONCESSIONS



ITEM	GENERAL FUND	OTHER FUND	TOTAL
MEDICAL INSURANCE	\$81,824	\$307,013	\$388,837
7% PERS PICK-UP	\$180,312	\$667,222	\$847,534
<b>TOTAL</b>	<b>\$262,136</b>	<b>\$974,235</b>	<b>\$1,236,317</b>

## **APPENDIX C**

# NEW POSITIONS

FY 13/14



\$800,000 to fund 10 new General Fund positions – 4 SEIU

\$760,000 to fund 9 new Subvented Fund positions - 9 SEIU

## **APPENDIX D**

# RESTRICTED FUND BALANCE

07/01/2012



Pre-Paid Expenses	\$ 503,686
ERAF Audit Exception	\$ 2,880,000
Prudent Reserves approx 6%, less than 1 month of expenses	\$1,983,402
Risk Management Deposit w/ Trindel	<u>\$2,826,777</u> \$8,193,865

## APPENDIX E

# ADDITIONAL COSTS DUE TO RESTORATION



## SEIU GROUP GENERAL FUND ONLY

ITEM	COST
STEPS	
BASE SALARY	\$ 61,542
FICA/MEDICARE	\$ 4,709
PERS	\$ 12,843
FURLoughs	
BASE SALARY	\$ 241,279
FICA/MEDICARE	\$ 48,572
PERS	\$ 29,652
<b>TOTAL</b>	<b>\$398,597</b>