

**California Correctional Supervisors Organization, Inc.**

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**CCSO MEMBERS VIA THEIR INSTITUTIONAL MAIL BOXES**

**WEEKLY UPDATE**

To: Chapter Presidents, PAC, and Recruiters  
From: Pat Le Sage, Chief Operations & Financial Officer  
Date: July 7, 2004

A letter from the Department of Personnel Administration was sent to the California Correctional Supervisors Organization (CCSO) stating:

“ The compensation adjustments included in the memorandum are generally consistent with the suggested adjustments put forth by CCSO. Specifically:

- Effective July 1, 2004 , Unit 6 supervisors will receive the same 5% General Salary Increase (GSI) as employees in the bargaining unit. CCSO had requested a 5.5% GSI or “whatever the rank and file receive.
- An additional 2.5% GSI will be provided to Unit 6 supervisors who supervise employees working a “7k” work schedule. CCSO had requested 5% additional compensation for these employees with the apparent understanding that the 7k schedule was being terminated. The rank and file received a 5% salary adjustment increased from 160 hours over a four week period to 168 hours. This 7k schedule will continue, albeit with a 164 hour schedule, rather than a 168 hour schedule. Supervisors will continue to work the basic 160 hour (four week) work schedule. Accordingly, an increase of 2.5% was determined to be reasonable.
- Additional GSI’s are scheduled for January 1, 2005 , July 1, 2005 , and June 30, 2006 . These are the same as the adjustments schedule for rank and file Unit 6 employees.

DPA continues to meet and confer with excluded employee organizations over compensation matters and has not yet determined the compensation program for excluded employees affiliated with other bargaining units. The requests CCSO has made for these employees are currently being considered.”

Please note the additional 2.5% is under consideration by DPA for the MO6 classification. CCSO wants this additional 2.5% to go to the MO6 classification, but as of today it is under consideration.

The California Corrections Independent Review Panel was established to review California ’s correctional system and report findings to Governor Schwarzenegger. The major issues this panel recommended are many, and I have provided the entire packet to all Chapter Presidents. If you would like a copy, contact your Chapter President or call our office. CCSO has been requested, as all labor organizations have, to comment on the recommendations. We are closely reviewing and will send our analysis to the Governor. We welcome your input and ask that you take the time to review this packet.

A memorandum dated July 1, 2004 , authorized by Agency Secretary Rod Hickman, addresses supervisory issues that both CCPOA and CCSO supervisory groups have been working on for some time. Unfortunately, but not to our surprise, CCSO was not mentioned in the memorandum. Oh well, what’s new? The following issues were addressed in his memorandum. Please note that CCSO concurs, and has worked long and hard regarding these issues. The only issue CCSO has remained neutral on is Post and Bid for supervisors, as we have a 50/50 split on supervisory Post and Bid.

CCSO will meet and confer with DPA/CDC to iron out details related to the changes. Once again, we welcome your input on the changes listed below. Be aware that CCSO Chapter Presidents have the right to be involved with any discussions, at the local level, regarding Post and Bid if other supervisory groups are allowed to attend.

Changes:

#### POST AND BID – SUPERVISORS

The procedures will be forthcoming for the implementation of post and bid for supervisory staff in the California Department of Corrections (CDC). These same procedures will be implemented in the California Youth Authority (CYA) after assessment of staffing levels for supervisors. The implementation date will be 30 days from the date of the memorandum, dated July 1, 2004 .

#### COURSE TRAINING FOR SUPERVISORS

Both CYA and CDC will develop a process to ensure supervisors are providing training in an In-Service Training mode to all rank and file staff. With the expectation, the executive management and managers will ensure the supervisors will receive the appropriate training in a separate forum in order to deliver the training to rank and file staff.

Both CYA and CDC will have ready for review a cost analysis and a projected implementation date of their respective programs no later than October 1, 2004 . The October 2004 date is to ensure that the cost of the aforementioned can be included in the 2005/2006 Budget Projections.

#### CONTINUOUS HOURS OF WORK/CALL BACK TIME/DEAD TIME

A cost analysis and implementation schedule for these three items listed above will be provided, no later than August 31, 2004 . These items are all minimal in fiscal impact but significant in the recognition of the work and professionalism our supervisors display on a daily basis.

#### UNIFORMS

Both CYA and CDC will allow supervisors to wear uniforms in line with the current internal policies and procedures set forth for the rank and file staff. This will be effective immediately. **CCSO urges our supervisors to remain professional and dress as a supervisor, setting yourself apart from the rank and file.**

#### MUTUAL SWAPS

Both CYA and CDC will allow supervisors to have mutual swaps in line with the current policies and procedures utilized for the rank and file staff. This will be effective in the work period beginning August 29, 2004 .

#### CROSS COVERAGE

CDC will provide a cost analysis on the elimination of cross coverage for supervisors. This cost analysis is due no later than September 1, 2004 , and will include a projected implementation date and procedure for the elimination of this practice.

I will be on vacation next week. Therefore, the information line will not be updated until July 23, 2004 . However, if there are any important supervisory changes, the information line will be updated.

Welcome to the new members who joined CCSO this week.

July 7, 2004

Thought for the week: “Great works are performed not by strength, but by perseverance.”

~ Samuel Johnson