

Labor Relations Office

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Governor Gavin Newsom
Secretary, Government Operations Agency Yolanda Richardson
Director Eraina Ortega

February 9, 2022

Richard Louis Brown, President
SEIU Local 1000
1808 14th Street,
Sacramento, CA 95811
Notices@seiu1000.org

Sent via Email Only

RE: DJJ Closure Retention Incentive Pay Differential

Dear Labor Professional:

In keeping with the collective bargaining agreement between the State of California and the Service Employees International Union Local 1000 (SEIU), this is official notification that the California Department of Corrections and Rehabilitation – Division of Juvenile Justice (DJJ) is implementing a new Pay Differential (PD) to address Recruitment and Retention concerns during the closure. Attached is the current Draft PD document providing the specific criteria to be eligible for the pay differential.

I can be reached at 916-862-0018 or at steven.gonzalez-lederer@calhr.ca.gov for any questions or to schedule meeting dates. If you wish to meet concerning this new PD, please contact me with your suggested meeting dates. We are hopeful to hear from you no later than March 10, 2022.

Sincerely,

Steven A. Gonzalez-Lederer

Steven Gonzalez-Lederer
Senior Labor Relations Officer

Attachment

cc: Stacy Lopez, Director, Division of Administrative Services CDCR
Maria Hudson, Deputy Director, Administrative Services CDCR – DJJ
Christina Wise, Consultant, Personnel Management Division, CalHR
Robert Ramirez, Chief LR, CDCR

**PAY DIFFERENTIAL (XXX)
 CLOSURE RETENTION INCENTIVE DIFFERENTIAL PAY – CALIFORNIA DEPARTMENT OF
 CORRECTIONS AND REHABILITATION – DIVISION OF JUVENILE JUSTICE –
 BARGAINING UNITS 01, 02, 03, 04, 06, 10, 12, 13, 15, 16, 17, 18, 19, 20, AND EXCLUDED
 EMPLOYEES**

Established: DRAFT

CLASS TITLE	CLASS CODE	CBID	RATE	EARNINGS ID	Department/Location
Direct Care			Up to \$50,000	??	California Department of Corrections and Rehabilitation– Division of Juvenile Justice (DJJ)
Various – see criteria and attached list					
Non-Direct Care			Up to \$25,000		
Various – see criteria and attached list					

CRITERIA
<p>Direct Care and Non-Direct Care:</p> <p>Direct Care: for the purposes of this differential, direct care is defined as those staff whose daily duties <u>directly impact</u> the safety, security, welfare, educational, medical and mental health needs of DJJ youth. Direct care staff are assigned to DJJ correctional facilities as their primary work location. In the event a direct care employee is placed in an out of class (OOC) in a non-direct care position, compensation will be processed according to the non-direct care schedule for the OOC period.</p> <p>Non-Direct Care: for the purposes of this pay differential, non-direct care is defined as those staff whose daily work duties are <u>in support of</u> staff/programs whom provide direct care. All DJJ Headquarters (HQ) staff (agency code 110) as well as certain staff located within DJJ correctional facilities will be considered non-direct care. In the event a non-direct care employee is placed in an OOC in a direct care designated position, compensation will be processed according to the direct care schedule for the OOC period.</p> <p>Please see attached lists for specific Direct and Non-Direct Care classifications:</p> <p>Note: Identification of a specific classification on either list does not solely mean an employee in that classification meets the criteria for direct care/non-direct care. The classification must be identified on the list coupled with the employee’s respective position/work location meeting the criteria for direct care/non-direct care. As an example, a Program Administrator assigned to DJJ HQ would only be eligible for the non-direct care differential as their respective position does not meet the direct care criteria.</p> <p>Initial Installment</p> <ol style="list-style-type: none"> 1. Effective January 1, 2022, all current DJJ direct care and non-direct care employees who were appointed or on loan to DJJ during the 2021 calendar year but were not eligible and did not receive payment under Pay Differential 451, shall be eligible to receive an initial installment up to \$5,000 upon establishment of this differential.

2. This initial installment is based on qualifying pay periods from the 2021 calendar year. Compensation will be calculated by multiplying \$416.66 by the number of qualifying pay periods worked at DJJ in the 2021 calendar year.
3. Employees that received payment under Pay Differential 451 may now be eligible for the remaining installments of this Retention Incentive Differential, as it supersedes the remaining installments of Pay Differential 451 immediately upon establishment.

Remaining Installment

1. Effective January 1, 2022, new and current DJJ employees may accrue a remaining Retention Incentive Differential installment based on their classifications and positions being identified as either direct care or non-direct care. Employees on loan to DJJ may accrue a remaining Retention Incentive Differential installment based on their loan position being identified as either direct care or non-direct care.
 - a. Direct care employees who received payment under Pay Differential 451 and employees hired or loaned to DJJ on or after January 1, 2022, shall be eligible for a remaining installment up to \$45,000.
 - b. Non-direct care employees who received payment under Pay Differential 451 and employees hired or loaned to DJJ on or after January 1, 2022, shall be eligible for a remaining installment up to \$20,000.
 - c. The accrued remaining installment will be paid out to qualifying employees upon release by management from DJJ as follows;
 - i. Employees whose services are no longer needed between 1-6 qualifying pay periods beginning with the January 2022 pay period will accrue 25% of the remaining differential they are eligible for.
 - ii. Employees whose services are no longer needed between 7-12 qualifying pay periods beginning with the January 2022 pay period will accrue 50% of the remaining differential they are eligible for.
 - iii. Employees whose services are no longer needed after 12 qualifying pay periods will accrue 100% of the remaining differential they are eligible for.
 - d. Transfers that occur as a result of pre-closure mitigation efforts and result in an employee physically separating from DJJ for a period of more than 30 days will require the employee to restart the accrual period in the event they return or are loaned back to DJJ at a later date.
2. Newly eligible DJJ employees hired or employees who are on loan to DJJ after January 2022, will begin accruing the Retention Incentive Differential starting with the first qualifying pay period after date of hire or loan and shall be compensated according to the payout schedule described in criteria #1 of this section.
3. "Employees on loan" refers to non-DJJ staff who may or may not be appointed in a qualifying classification but are physically redirected to provide direct or non-direct care at DJJ as a result of a critical staffing shortage.
4. This Retention Incentive Differential will sunset effective July 1, 2023.
5. Eligible direct care employees and eligible non-direct care employees shall not accrue more than \$50,000 or \$25,000, respectively, for the period of January 2022 through, June 2023. These maximums include any previous payments issued via Pay Differential 451.

6. Part-time and intermittent employees shall receive a pro rata share of the retention incentive pay differential based on the total number of hours worked excluding overtime during the retention incentive period.

7. Eligible employees forfeit the accrued Retention Incentive Differential if they voluntarily move to an ineligible classification, separate from DJJ, or end their loan assignment before June 30, 2023. Separation includes retirements and transfers outside of DJJ.

Eligible employees will not forfeit the accrued Retention Incentive Differential if their services are no longer needed and are released by management before June 30, 2023. Eligible employees will be paid the accrued Retention Incentive Differential up to the date services are no longer needed based on the payout schedule described in criteria #1 of this section.

8. Employees who are on an unpaid leave of absence or have a disqualifying pay period(s) during the incentive period forfeit the accrued differential during the month(s) of the effective dates of the unpaid leave of absence or disqualifying pay period(s). The differential will resume at the end of the unpaid leave of absence or upon completion of the next qualifying pay period based on the schedule above.

9. Employees who are dismissed for cause by the department or who are AWOL separated forfeit any and all accrued differential not yet issued in accordance with the schedule.

10. Under no circumstance will an employee receive duplicate payment for a full calendar year in which the employee has already received payment. If an employee separates from DJJ and is paid for the accrued Retention Incentive Differential and the employee subsequently returns to DJJ, the employee will begin accruing the Retention Incentive Differential effective as of the return date.

11. This differential shall not be subject to the grievance or arbitration processes.

NOTE: If an employee's CBID differs from the pay scale CBID for an otherwise eligible class, the employee is eligible for the pay differential dependent on the criteria above.

IF APPLICABLE, SHOULD PAY DIFFERENTIAL BE:	
PRO RATED	Yes
SUBJECT TO QUALIFYING PAY PERIOD	Yes
ALL TIME BASES AND TENURE ELIGIBLE	Yes/No*
SUBJECT TO PERS DEDUCTION	No

INCLUSION IN RATE TO CALCULATE THE FOLLOWING BENEFIT PAY	
OVERTIME	No
IDL	No
EIDL	No
NDI	No
LUMP SUM VACATION	No
LUMP SUM SICK	No
LUMP SUM EXTRA	No

*Retired Annuitants are not eligible unless appointed under Government Code 21232.

CDCR-DJJ Closure Retention Incentive Differential Direct Care Listing

Class Code	CBID	Direct Care Classifications	Primary Work Location
2727	R03	LANGUAGE, SPEECH AND HEARING SPECIALIST	Institution
2734	R03	RESOURCE SPECIALIST, SPECIAL EDUCATION	Institution
9854	R03	SCHOOL PSYCHOLOGST	Institution
2945	R03	SENIOR LIBRARIAN -CORRECTIONAL FACILITY	Institution
3082	R03	SUBSTITUTE ACADEMIC TEACHER (CORRECTIONAL FACILITY)	Institution
2287	R03	TEACHER (ELEMENTARY-MULTIPLE SUBJECTS) (CORRECTIONAL FACILITY)	Institution
2288	R03	TEACHER (EMOTIONALLY/LEARNING HANDICAPPED) (CORRECTIONAL FACILITY)	Institution
3075	R03	TEACHER (ENGLISH LANGUAGE DEVELOPMENT) (CORRECTIONAL FACILITY)	Institution
2284	R03	TEACHER (HIGH SCHOOL-ARTS AND CRAFTS) (CORRECTIONAL FACILITY)	Institution
3074	R03	TEACHER (HIGH SCHOOL-ENGLISH/LANGUAGE ARTS) (CORRECTIONAL FACILITY)	Institution
2290	R03	TEACHER (HIGH SCHOOL-GENERAL EDUCATION) (CORRECTIONAL FACILITY)	Institution
3077	R03	TEACHER (HIGH SCHOOL-MATHEMATICS) (CORRECTIONAL FACILITY)	Institution
2295	R03	TEACHER (HIGH SCHOOL-PHYSICAL EDUCATION) (CORRECTIONAL FACILITY)	Institution
3078	R03	TEACHER (HIGH SCHOOL-SCIENCE) (CORRECTIONAL FACILITY)	Institution
3079	R03	TEACHER (HIGH SCHOOL-SOCIAL SCIENCE) (CORRECTIONAL FACILITY)	Institution
2854	R03	VOCATIONAL INSTRUCTOR (BUILDING MAINTENANCE) (CORRECTIONAL FACILITY)	Institution
2855	R03	VOCATIONAL INSTRUCTOR (COMPUTER AND RELATED TECHNOLOGIES) (CORRECTIONAL FACILITY)	Institution
2849	R03	VOCATIONAL INSTRUCTOR (OFFICE SERVICES AND RELATED TECHNOLOGIES) (CORRECTIONAL FACILITY)	Institution
2422	R03	VOCATIONAL INSTRUCTOR -CULINARY ARTS- - CORRECTIONAL FACILITY	Institution
2423	R03	VOCATIONAL INSTRUCTOR -DOG GROOMING AND HANDLING- -CORRECTIONAL FACILITY	Institution
2428	R03	VOCATIONAL INSTRUCTOR -ELECTRONICS- - CORRECTIONAL FACILITY	Institution
2601	R03	VOCATIONAL INSTRUCTOR -LANDSCAPE GARDENING- - CORRECTIONAL FACILITY	Institution
2614	R03	VOCATIONAL INSTRUCTOR -MACHINE SHOP PRACTICES- - CORRECTIONAL FACILITY	Institution
1793	R04	PROPERTY CONTROLLER I (CORRECTIONAL FACILITY)	Institution

Class Code	CBID	Direct Care Classifications	Primary Work Location
1794	R04	PROPERTY CONTROLLER II (CORRECTIONAL FACILITY)	Institution
9911	R06	CASEWORK SPECIALIST, YOUTH AUTHORITY	Institution
9701	R06	PAROLE AGENT I YOUTH AUTHORITY	Institution
9696	R06	PAROLE AGENT II, YOUTH AUTHORITY (SPECIALIST)	Institution
9581	R06	YOUTH CORRECTIONAL COUNSELOR	Institution
9579	R06	YOUTH CORRECTIONAL OFFICER	Institution
3528	R10	ASSOCIATE HAZARDOUS MATERIALS SPECIALIST	Institution
6868	R12	AUTOMOBILE MECHANIC -CORRECTIONAL FACILITY	Institution
6394	R12	AUTOMOTIVE EQUIPMENT OPERATOR I -CORRECTIONAL FACILITY	Institution
6216	R12	BUILDING MAINTENANCE WORKER -CORRECTIONAL FACILITY	Institution
6474	R12	CARPENTER II -CORRECTIONAL FACILITY	Institution
6538	R12	ELECTRICIAN II -CORRECTIONAL FACILITY	Institution
6916	R12	ELECTRONICS TECHNICIAN -CORRECTIONAL FACILITY	Institution
6826	R12	HEAVY EQUIPMENT MECHANIC (CORRECTIONAL FACILITY)	Institution
6379	R12	HEAVY TRUCK DRIVER -CORRECTIONAL FACILITY	Institution
0720	R12	LEAD GROUNDSKEEPER -CORRECTIONAL FACILITY	Institution
0718	R12	LEAD GROUNDSKEEPER I (CORRECTIONAL FACILITY)	Institution
6643	R12	LOCKSMITH I (CORRECTIONAL FACILITY)	Institution
6941	R12	MAINTENANCE MECHANIC -CORRECTIONAL FACILITY	Institution
1508	R12	MATERIALS AND STORES SUPERVISOR I -CORRECTIONAL FACILITY	Institution
6524	R12	PAINTER II -CORRECTIONAL FACILITY	Institution
7199	R12	PEST CONTROL TECHNICIAN (CORRECTIONAL FACILITY)	Institution
6594	R12	PLUMBER II (CORRECTIONAL FACILITY)	Institution
1575	R12	PRISON CANTEEN MANAGER I	Institution
6713	R13	STATIONARY ENGINEER (CORRECTIONAL FACILITY)	Institution
2086	R15	BARBER -CORRECTIONAL FACILITY-	Institution
2186	R15	COOK SPECIALIST II (CORRECTIONAL FACILITY)	Institution
2183	R15	CORRECTIONAL SUPERVISING COOK (CORRECTIONAL FACILITY)	Institution
2011	R15	CUSTODIAN I	Institution
9268	R16	DENTIST, CORRECTIONAL FACILITY	Institution
9269	R16	PHYSICIAN AND SURGEON, CORRECTIONAL FACILITY	Institution
9758	R16	STAFF PSYCHIATRIST, CORRECTIONAL AND REHABILITATIVE SERVICES(SAFETY)	Institution
9278	R17	NURSE PRACTITIONER, CORRECTIONAL FACILITY	Institution
9275	R17	REGISTERED NURSE, CORRECTIONAL FACILITY	Institution
8253	R18	PSYCHIATRIC TECHNICIAN (SAFETY)	Institution
9916	R19	CATHOLIC CHAPLAIN	Institution
9768	R19	MUSLIM CHAPLIN	Institution
9912	R19	NATIVE AMERICAN SPIRITUAL LEADER	Institution
7982	R19	PHARMACIST I	Institution

Class Code	CBID	Direct Care Classifications	Primary Work Location
9922	R19	PROTESTANT CHAPLAIN	Institution
9283	R19	PSYCHOLOGIST-CLINICAL, CORRECTIONAL FACILITY	Institution
9286	R19	RECREATION THERAPIST, CORRECTIONAL FACILITY	Institution
9287	R19	SENIOR PSYCHOLOGIST, CORRECTIONAL FACILITY (SPECIALIST)	Institution
9859	R20	CHIEF PSYCHOLOGIST, CORRECTIONAL FACILITY	Institution
9296	R20	DENTAL ASSISTANT, CORRECTIONAL FACILITY	Institution
8257	R20	LICENSED VOCATIONAL NURSE, CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION	Institution
7979	R20	PHARMACY TECHNICIAN	Institution
6400	R20	TEACHING ASSISTANT (CORRECTIONAL FACILITY)	Institution
1505	U12	MATERIALS AND STORES SUPERVISOR II -CORRECTIONAL FACILITY	Institution
2305	S03	SUPERVISOR OF ACADEMIC INSTRUCTION - CORRECTIONAL FACILITY	Institution
2303	S03	SUPERVISOR OF CORRECTIONAL EDUCATION PROGRAMS	Institution
9569	S06	CAPTAIN, YOUTH AUTHORITY	Institution
9574	S06	LIEUTENANT, YOUTH AUTHORITY	Institution
9695	S06	PAROLE AGENT III YOUTH AUTHORITY	Institution
9560	S06	PROGRAM ADMINISTRATOR, CORRECTIONAL SCHOOL (SUPERVISORY)	Institution
9580	S06	SENIOR YOUTH CORRECTIONAL COUNSELOR	Institution
9577	S06	SERGEANT, YOUTH AUTHORITY	Institution
9910	S06	SUPERVISING CASEWORK SPECIALIST I, YOUTH AUTHORITY	Institution
9570	S06	TREATMENT TEAM SUPERVISOR	Institution
6304	S12	CORRECTIONAL PLANT MANAGER I, DEPARTMENT OF CORRECTIONS	Institution
6303	S12	CORRECTIONAL PLANT SUPERVISOR, DEPARTMENT OF CORRECTIONS	Institution
6763	S12	SUPERVISOR OF BUILDING TRADES -CORRECTIONAL FACILITY	Institution
6699	S13	CHIEF ENGINEER I -CORRECTIONAL FACILITY	Institution
5479	S15	ASSISTANT CORRECTIONAL FOOD MANAGER (DEPARTMENT OF CORRECTIONS)	Institution
5477	S15	CORRECTIONAL FOOD MANAGER I (DEPARTMENT OF CORRECTIONS)	Institution
5480	S15	SUPERVISING CORRECTIONAL COOK (DEPARTMENT OF CORRECTIONS)	Institution
9761	S16	SENIOR PSYCHIATRIST (SUPERVISOR), CORRECTIONAL AND REHABILITATIVE SERVICES (SAFETY)	Institution
9371	S16	SUPERVISING DENTIST, CORRECTIONAL FACILITY	Institution
9318	S17	SUPERVISING REGISTERED NURSE II, CORRECTIONAL FACILITY	Institution
7996	S19	PHARMACY SERVICES MANAGER	Institution

Class Code	CBID	Direct Care Classifications	Primary Work Location
9288	S19	SENIOR PSYCHOLOGIST, CORRECTIONAL FACILITY (SUPERVISOR)	Institution
9608	S20	COMMUNITY RESOURCES MANAGER, CORRECTIONAL INSTITUTION	Institution
9255	S20	SUPERVISING DENTAL ASSISTANT, CORRECTIONAL FACILITY	Institution
9556	M06	YOUTH AUTHORITY ADMINISTRATOR, REHABILITATION SERVICES	Institution
9267	M16	CHIEF PHYSICIAN AND SURGEON, CORRECTIONAL FACILITY	Institution

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CDCR-DJJ Closure Retention Incentive Differential Non-Direct Care Listing

Class Code	CBID	Non-Direct Care Classifications	Primary Work Location
5361	R01	ADMINISTRATIVE ASSISTANT I	Headquarters
5393	R01	ASSOCIATE GOVERNMENTAL PROGRAM ANALYST	Institution/Headquarters
4707	R01	BUSINESS SERVICE ASSISTANT (SPECIALIST)	Institution
1152	R01	CORRECTIONAL CASE RECORDS ANALYST	Headquarters
1303	R01	PERSONNEL SPECIALIST	Institution/Headquarters
5770	R01	RESEARCH DATA SPECIALIST III	Headquarters
1317	R01	SENIOR PERSONNEL SPECIALIST	Institution
5157	R01	STAFF SERVICES ANALYST (GENERAL)	Institution/Headquarters
9739	R02	YOUTHFUL OFFENDER PAROLE BOARD REPRESENTATIVE	Headquarters
3074	R03	TEACHER (HIGH SCHOOL-ENGLISH/LANGUAGE ARTS) (CORRECTIONAL FACILITY)	Headquarters
3079	R03	TEACHER (HIGH SCHOOL-SOCIAL SCIENCE) (CORRECTIONAL FACILITY)	Headquarters
2855	R03	VOCATIONAL INSTRUCTOR (COMPUTER AND RELATED TECHNOLOGIES) (CORRECTIONAL FACILITY)	Headquarters
1155	R04	CASE RECORDS TECHNICIAN	Institution/Headquarters
1728	R04	EXECUTIVE ASSISTANT	Headquarters
1247	R04	EXECUTIVE SECRETARY I	Institution
1869	R04	HEALTH RECORD TECHNICIAN I	Institution
1379	R04	OFFICE ASSISTANT (TYPING)	Institution/Headquarters
1139	R04	OFFICE TECHNICIAN (TYPING)	Institution/Headquarters
9928	R04	PROGRAM TECHNICIAN II	Institution
9852	R19	VOCATIONAL TESTING AND COUNSELING SPECIALIST, CORRECTIONAL PROGRAM	Headquarters
5284	U01	ASSOCIATE BUDGET ANALYST	Institution
1148	U04	OFFICE SERVICES SUPERVISOR I (TYPING)	Institution
7208	S01	CORRECTIONAL BUSINESS MANAGER I, DEPARTMENT OF CORRECTIONS	Institution
4910	S01	CORRECTIONAL HEALTH SERVICES ADMINSTRATOR I, CORRECTIONAL FACILITY	Institution
1304	S01	PERSONNEL SUPERVISOR I	Institution
4761	S01	PROCUREMENT AND SERVICES OFFICER II (CORRECTIONAL FACILITY)	Institution
5377	S01	SPECIAL ASSISTANT TO THE DIRECTOR, DEPARTMENT OF THE YOUTH AUTHORITY	Headquarters
4800	S01	STAFF SERVICES MANAGER I	Institution/Headquarters
4801	S01	STAFF SERVICES MANAGER II (SUPERVISORY)	Headquarters
8328	S01	STANDARDS COMPLIANCE COORDINATOR	Headquarters

Class Code	CBID	Non-Direct Care Classifications	Primary Work Location
2303	S03	SUPERVISOR OF CORRECTIONAL EDUCATION PROGRAMS	Headquarters
2370	S03	SUPERVISOR OF VOCATIONAL INSTRUCTION	Headquarters
1154	S04	SUPERVISING CASE RECORDS TECHNICIAN	Institution
9569	S06	CAPTAIN, YOUTH AUTHORITY	Headquarters
9574	S06	LIEUTENANT, YOUTH AUTHORITY	Headquarters
9695	S06	PAROLE AGENT III YOUTH AUTHORITY	Headquarters
9560	S06	PROGRAM ADMINISTRATOR, CORRECTIONAL SCHOOL (SUPERVISORY)	Headquarters
9577	S06	SERGEANT, YOUTH AUTHORITY	Headquarters
9570	S06	TREATMENT TEAM SUPERVISOR	Headquarters
8327	S17	NURSING CONSULTANT, PROGRAM REVIEW	Headquarters
4912	M01	CORRECTIONAL HEALTH SERVICES ADMINSTRATOR II, CORRECTIONAL FACILITY	Institution
4802	M01	STAFF SERVICES MANAGER III	Headquarters
7500	M01	CAREER EXECUTIVE ASSIGNMENT (DEPUTY DIRECTOR)	Headquarters
9556	M06	YOUTH AUTHORITY ADMINISTRATOR, REHABILITATION SERVICES	Headquarters