

RECRUITMENT HIRING-ABOVE-MINIMUM AUTHORIZATION

SECTION IUNIT 1

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
4101	Financial Institutions Examiner	Business Oversight	Rg A	\$4930
4175	Auditor I	Business Oversight All Other State Agencies All Locations		\$4641 \$3817
4267	Tax Auditor, BOE	Board of Equalization	Rg A	\$4008
4336	Tax Auditor, Employment Development Department	Employment Development	Rg A	\$4008
4362	Tax Auditor, Franchise Tax Board	Franchise Tax Board	Rg A	\$4008
4420	Insurance Examiner	Insurance	Rg A Rg B	\$4208 \$4008
4592	Public Utilities Regulatory Analyst I	Public Utilities Commission	Rg A Rg B Rg C	\$4807 \$5209 \$6263
5156	Junior Staff Analyst (General)	Finance Budget Division*	Rg A Rg B	\$4010 \$4340
5841	Staff Services Management Auditor	All State Agencies All Locations	Rg A Rg B Rg C	\$4208 \$4556 \$5738

* Only E97 designated employees are eligible for the HAM. The plus adjustment shall not be included in the base salary upon movement out of the Budget Division.

UNIT 3

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
2273	Teacher - State Hospitals (Learning Handicapped, Mentally Disabled)	State Hospitals Coalinga State Hospital	Rg A Rg B Rg C Rg D	\$5439 \$5689 \$5962 \$6245
2275	Teacher – State Hospitals (Adult Education)	Developmental Services Southern California Facility State Hospitals Coalinga State Hospital	Rg A Rg B Rg C Rg D	\$5439 \$5689 \$5962 \$6245

UNIT 4

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
1282	Legal Secretary	All State Agencies in the following counties: Alameda, Contra Costa, Los Angeles, Marin, Orange, San Diego, San Francisco, San Mateo, and Santa Clara	Rg A Rg B	\$4321 \$4540
1741	Accounting Technician	All State Agencies Alameda County		\$3244
3224	Senior Legal Typist	All State Agencies in the following counties: Alameda, Contra Costa, Los Angeles, Marin, Orange, San Diego, San Francisco, San Mateo, and Santa Clara	Rg A Rg B	\$3685 \$4115

UNIT 6

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
8221	Medical Technical Assistant (Psychiatric)	State Hospitals Salinas Valley Psychiatric Program Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility	Rg A Rg B Rg J Rg K	\$5167 \$7121 \$5426 \$7476

UNIT 7

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
1937	Hospital Police Officer	State Hospitals Coalinga State Hospital		\$4457

UNIT 9

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
3846	Water Resource Control Engineer	State Water Resources Control Board	Rg A Rg B	\$6415 \$7705
3884	Associate Safety Engineer (Elevators)	Industrial Relations		\$9145

UNIT 12

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
1542	Senior Equipment Materiel Specialist	Transportation in the following counties: Alameda, Los Angeles, Orange, San Bernardino, and San Diego		\$5109
1552	Equipment Materiel Specialist	Transportation in the following counties: Alameda, Los Angeles, Orange, San Bernardino, and San Diego		\$4669
3713	Caltrans Heavy Equipment Mechanic	Transportation in the following counties: Alameda, Los Angeles, Orange, San Bernardino, and San Diego		\$5618
6831	Caltrans Heavy Equipment Mechanic Leadworker	Transportation in the following counties: Alameda, Los Angeles, Orange, San Bernardino, and San Diego		\$6165
6834	Heavy Equipment Mechanic	Water Resources Castaic, Pearblossom, Bakersfield, Lost Hills, and Byron	Rg A	\$5618

UNIT 19

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
8277	Physical Therapist II	State Hospitals Coalinga State Hospital		\$6762
8321	Rehabilitation Therapist State Facility (Music – Safety)	State Hospitals Coalinga State Hospital Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility		\$4294
8323	Rehabilitation Therapist State Facility (Occupational - Safety)	State Hospitals Coalinga State Hospital Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility		\$4725 \$4294
8324	Rehabilitation Therapist State Facility (Recreation - Safety)	State Hospitals Salinas Valley Psychiatric Program Coalinga State Hospital Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility		\$4294
9252	Psychologist	Corrections and Rehabilitation All locations Department of Human Resources	Rg A Rg L	\$10,454
9281	Physical Therapist I,CF	Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility		\$5872

UNIT 19 – Continued

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
9890	Individual Program Coordinator	Developmental Services Sonoma Southern California Facility Porterville		\$4343
9897	Individual Program Coordinator (Safety)	Developmental Services Porterville		\$4561

UNIT 20

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
7928	Clinical Laboratory Technologist	State Hospitals Atascadero and Metropolitan State Hospitals	Rg A	\$5186
8272	Physical Therapy Assistant	All State Hospitals Developmental Centers		\$3617
8276	Respiratory Care Practitioner	Veterans Affairs The Veterans Home of California, Yountville	Rg A Rg B Rg C	\$4804 \$4982 \$5206
8292	Occupational Therapy Assistant	All State Hospitals Developmental Centers		\$3480
8300	Respiratory Care Practitioner, Departments of Mental Health and Developmental Services	State Hospitals and Developmental Services All State Hospitals All Developmental Centers	Rg A Rg B Rg C	\$3777 \$3937 \$4111
9301	Clinical Laboratory Technologist (Safety)	State Hospitals Coalinga State Hospital	Rg A	\$5714
9316	Respiratory Care Practitioner, Correctional Facility	Corrections and Rehabilitation California Medical Facility	Rg A Rg B Rg C	\$3777 \$3937 \$4111

UNIT 20 – Continued

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
9820	Support Services Assistant (Interpreter)	All State Agencies All Locations	Rg A Rg B Rg C	\$4218 \$4401 \$4814

EXCLUDED

Class Code	Class	CBID	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
1934	Chief, Protective Services and Security	M07	State Hospitals Coalinga State Hospital		\$6381
1935	Hospital Police Lieutenant	S07	State Hospitals Coalinga State Hospital		\$5372
1936	Hospital Police Sergeant	S07	State Hospitals Coalinga State Hospital		\$4894
4738	Business Manager II	S01	Developmental Services Southern California Facility		\$8268
5267	Finance Budget Analyst	E97	Finance Budget Division *	Rg A	\$5631
5432	Financial and Performance Evaluator I, Department of Finance	E97	Finance	Rg A Rg B	\$4697 \$5915
8101	Nursing Coordinator (Safety)	S17	Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility		\$8292

* The plus adjustment shall not be included in the base salary upon movement out of the Budget Division.

EXCLUDED - Continued

Class Code	Class	CBID	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
8216	Chief Executive Officer, Health Care (Safety)	M16	Corrections and Rehabilitation Receiver's Office		Up to \$15,900
8225	Senior Medical Technical Assistant (Psychiatric)	S06	State Hospitals Salinas Valley Psychiatric Program Corrections and Rehabilitation Salinas Valley State Prison and Correctional Training Facility		\$8374
8230	Unit Supervisor	S18	Developmental Services Southern California Facility	Rg A	\$6221
8239	Receiver's Medical Executive (Safety)	M16	Corrections and Rehabilitation Receiver's Office		Up to \$40,188
8241	Receiver's Nurse Executive (Safety)	M17	Corrections and Rehabilitation Receiver's Office		Up to \$22,048
9288	Senior Psychologist, Correctional Facility (Supervisor)	S19	State Hospitals Coalinga State Hospital	Rg A	\$8241
9825	Supervisor, Vocational Services	S19	Developmental Services Southern California Facility		\$5266

GENERAL INSTRUCTIONS

FOR SECTION I

- A. Salaries for individuals hired under Section I of this authorization are a "plus" adjustment and will be shown as the base salary and a "plus" adjustment on the appointment documents. The base salary is the rate in which the employee is entitled to receive by applying the appropriate salary regulations. The plus rate is the rate the employee receives to equal the Hiring-Above-Minimum (HAM) Total Salary.
- B. The "plus" adjustment under this authorization is continued as employees receive merit salary adjustments.

EXAMPLE

1. Prior to 03/02/04:

\$2397	\$2508	\$2630	\$2755	\$2885
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As of 03/02/04:

The HAM rate = \$2630
\$2397 + \$233 = \$2630

How Merit Salary Adjustments are calculated:

1 st MSA	(a) $1.05 \times \$2397 = \2517 (New Base)
	(b) $1.05 \times \$2630 = \2762 (New Total)
	(c) \$2762 (New Total) - \$2517 (New Base) \$ 245 (New Plus)

2 nd MSA	(a) $\$2517 + \$245 = \$2762$ (Old Total)
	(b) $1.05 \times \$2517 = \2643 (New Base)
	(c) $1.05 \times \$2762 = \2900 (New Total); \$2900 exceeds max, reduce the "Plus"
	(d) \$2885 (Max) - \$2643 (New Base) \$ 242 (New Plus)

3 rd MSA	(a) $\$2643 + \$242 = \$2885$ (Old Total)
	(b) $1.05 \times \$2643 = \2775 (New Base)
	(c) \$2885 (Max) - \$2775 (New Base) \$ 110 (New Plus)

4 th MSA	(a) \$2885 (Max), No Plus
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2. Determining the HAM rate when base salary rate is above the minimum.
 - a. Employee's base salary rate is \$2517.
 - b. To determine the plus adjustment, subtract the employee's base salary rate from the total HAM rate.
$$\$2630 - \$2517 = \$113$$
 - c. Employee's total salary rate is:
$$\$2517 + \$113 = \$2630$$
- C. Special in-grade salary increases for incumbents of classes in Section I are not allowed.
- D. Any present employees, upon the effective date of a HAM authorization for a class and location who are receiving salaries lower than the approved "HAM" may receive a "Plus" adjustment to equal the approved "HAM TOTAL SALARY." Employees receiving an increase based on the approved HAM shall receive a new salary anniversary date as of the effective date of the HAM authorization pursuant to California Code of Regulation 599.683. Example: Effective January 1, 2004, a class in Los Angeles is approved for a HAM authorization to total \$2350, the minimum of the class is \$2000 with a plus of \$350 to equal a HAM TOTAL SALARY of \$2350. All employees receiving a salary in the class and location lower than \$2350 may receive a plus adjustment on their base salary to equal the \$2350 HAM TOTAL SALARY. If an employee receives an increase, their salary anniversary date shall be adjusted as of the January 1, 2004 effective date of the HAM authorization. Employees in the class and location at or above the \$2350 salary rate shall receive no HAM adjustment.
- E. A HAM authorization granted for a local recruitment difficulty is for that location only. If an employee leaves the area approved for a HAM, the HAM is cancelled and the employee's salary is restored based on service in the class without the plus adjustment; and, however, if the employee has served a minimum of two (2) years in the class, use the employee's combined salary rate (base salary and "plus") for the new "base" salary upon movement. If an employee moves from an area not authorized for a HAM to a HAM authorized area, the employee may receive a plus salary equal to incumbents with comparable service in the new location. If the employee receives an increase, a new salary anniversary date is established effective the date the employee moves to the HAM location pursuant to California Code of Regulation 599.683. When a HAM authorization expires or is terminated, employees shall retain their HAM rate, their salaries are not affected by cancellation of the HAM.
- F. When computing the salary for an employee who moves to another class with a higher salary range, use the combined salary rate (base salary and "plus") to compute the new appointment rate. On such a move, a new "plus" adjustment is not authorized except when the new class has an authorized HAM and the promotional rate is less than the authorized HAM rate.

- G. When computing the salary for an employee who moves by appointment from an employment list or as a result of Board action to a class with substantially the same salary range, use the employee's combined salary rate (base salary and "plus") to compute the appointment rate.
- H. When computing the salary for an employee who moves to a class with substantially the same or a lower salary range other than by appointment from an employment list, use the employee's base salary rate to compute the appointment rate. If the employee has served for a minimum of two (2) years in the "FROM" class, use the employee's combined salary rate (base salary and "plus") to compute the appointment rate.
- I. Alternate range movement for a class receiving a HAM will be calculated by multiplying the base salary rate and the total salary rate by the salary increase authorized under the established alternate range criteria. The new plus adjustment is calculated by subtracting the base salary rate from the total salary rate.

Example: The alternate range criteria authorizes salary movement based on California Code of Regulation 599.676.

Employees current base salary rate = \$2397.
Employees current plus rate = \$233.
Employees current total salary rate = \$2630.

$\$2397 \times 1.05 = \2517 . (New Base)
 $\$2630 \times 1.05 = \2762 . (New Total)
 $\$2762 - 2517 = \245 . (New Plus)

If the "TO" alternate range also has a HAM, and the employee's new rate is less than the HAM rate, then a new "plus" is established accordingly (see Section D above).

When movement is based on California Code of Regulation 599.681, find the dollar difference between the maximum salary rates of the alternate ranges and add to both based on salary and total salary. The new plus adjustment is calculated by subtracting the new base salary rate from the new total salary rate.

- J. The salary rate paid to employees who are reinstating after separation from a class authorized a "plus" salary adjustment is determined by the California Code of Regulation 599.677. Generally, employees should be rehired under the hiring-above-minimum authorizations in effect at the time of rehire. However, reinstated employees may be hired at a rate equivalent to the rate they last received, adjusted for any salary range changes which occurred during the period of separation. Departments using their discretionary authority should consider the employee's value to the State and equity among employees in the class.
- K. The rate authorized under Section I will be honored for any individual to whom a firm job commitment is made during the effective period of this authorization if the individual reports to work not later than 30 calendar days after cancellation of this authorization.

SECTION II
(Abolished - PL 07-14)

SECTION III

PLATA II

Section III applies to employees appointed pursuant to Order No. C01-1361 TEH, Plata vs. Arnold Schwarzenegger. Employees entitled to the HAM authorizations identified below include all new hires as of 12/01/05 in the following classifications that meet the criteria listed.

UNIT 19

Class Code	Class	Department Location(s)	Range	Hiring-Above-Minimum Total Salary Rate
8016	Physician Assistant, Correctional Facility	CDCR Division of Juvenile Justice All Locations (Eff. 12/06/05)	Rg A	\$9152

Instructions for Section III

Rates for individuals hired under Section III of this authorization will be shown as the base on the appointment documents.

SECTION IV
(Abolished - PL 08-33)