

FREQUENTLY ASKED QUESTIONS: COMPENSATION & BENEFITS EVALUATION SERVICES

Q. For the classification component of the study, please provide a list of your classifications and the number of positions/current incumbents allocated to each?

A. BCHD has 4 employee classifications – Hourly (H), Non-Exempt (NE), Exempt (E) and Executive Management (EM). Each of these classifications have different paygrades within them.

Hourly (H)

Pay-Grade	Number of Positions*
H1	2
H2	2
H3	2
H4	3
H5	3

Non-Exempt (NE)

Pay-Grade	Number of Positions*
NE1	1
NE2	1
NE3	1
NE4	2
NE5	2

Exempt (E)

Pay-Grade	Number of Positions*
E1	9
E2	6
E3	7
E4	4
E5	2
E6	0
E7	7

Executive Management (EM)

Pay-Grade	Number of Positions*
EM1	3
EM2	1
EM3	1
EM4	1

**Note – Each position may have more than one employee in it. For example, the position of Personal Trainer has more than 6 employees.*

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Q. How many current job classifications does the District have?

A. As a public agency, job titles and classifications are listed on the California State Controller's website:

<https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1550&year=2024>

Below is the list of current titles and number of employees in it.

Job Title	Number of Employees
Adventure Staff	5
Administrative Assistant I	0
Administrative Assistant II	2
AdventurePlex Supervisor	1
allcove Clinical Coordinator	1
allcove Clinical Manager	1
allcove Operations Manager	1
allcove Programs Coordinator	1
allcove Youth Engagement Coordinator	1
Assistant Camp Supervisor (seasonal)	0
Camp Staff (seasonal)	26
Care Manager I	0
Care Manager II	5
CHF Member Services Manager	1
CHF Programs Manager	1
Chief Communications/Planning Officer	1
Chief Engagement Officer	1
Chief Executive Officer	1
Chief Financial/Asset Officer	1
Chief Partnership & Innovations Officer	1
Chief Programs Officer	1
Communications Associate	1
Communications Specialist	1
Community Health Program Coordinator	1
Controller	1
Creative Marketing Project Manager	1
Director of Policy and Innovation	1
Director, Communications	1
Director, Community Services	1
Director, Human Resources	1
Director, Well-Being Services	1
Executive Assistant to CEO	1
Finance Technician	1
Garden Coordinator	1
General Manager CHF	1
HR Generalist	1
Human Resources Coordinator	1
Instructor I	8

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Job Title	Number of Employees
Instructor II	16
Instructor Specialty	3
IT Manager	1
Member Services Representative	4
Member Services Specialist	3
Partnerships and Funding Innovation Specialist	1
Partnerships and Innovation Manager	1
Peer Specialist	2
Personal Trainer ML1	4
Personal Trainer ML2	4
Programs and Funding Innovation Specialist	1
Programs and Policy Coordinator	1
Programs Specialist	1
School Health Programs Supervisor	1
Senior Accountant	1
Senior Staff Accountant	1
Volunteer Engagement Supervisor	1
Volunteer Services Assistant	1
Well Being Services Coordinator	1
Well-Being Programs Supervisor	1

Q. Is the District interested in public sector data only or would you like to include some private sector data in the survey?

A. The District is interested in private, public and non-profit sector data. District programs are unique and different programs align better with one or more of these categories. For example our fitness center aligns better with physical fitness and community recreational facilities

Q. Is the District comfortable with the study being conducted virtual with no on-site visits?

A. Yes.

Q. Does the District have a list of comparators it wishes to use or would you want the consultant to provide?

A. The District would want the consultant to provide a list of comparators. However, to provide some reference and given the unique composition of District programs and employee positions, in the past we have looked at Redondo Beach, South Bay, and County of Los Angeles for geographical region; health, education, recreational, fitness, and social services for industry comparison.

Q. Does the District want job descriptions updated?

A. Not necessarily unless this is part of the consultant's process in the proposal. The job descriptions are mostly up to date with potentially some additions to job functions that can be updated prior to the consultant's review.