

## ARTICLE 1.13: MAINTENANCE

SECTION 1.13.1: MAINTENANCE: DEFINITION. Maintenance is support given employees in eligible classes for the performance of their duties, including but not limited to meals, lodging, laundry and incidentals, or any of them. Maintenance is not considered part of the employees' compensation.

(Amended 01/16/87, Ord. No. 7260)

(Amended 01/18/08, Ord. No. 9912)

SECTION 1.13.2: APPLICATION. Notwithstanding Section 1.2.1 (Application), the provisions of this section shall apply to the Classified and Unclassified Service of the County.

SECTION 1.13.3: CHARGES FOR MAINTENANCE. In the following cases where full or part time maintenance is furnished, employees shall be charged the following amounts:

(a) Meals in County Facilities.

(1) Charges to employees for meals furnished by County departments, except where employees are provided free meals while on duty, shall be:

(a) \$2.10 per meal when individually purchased.

(b) \$2.00 per meal when purchased in books of ten.

(2) Sheriff's Department.

(a) Only those employees who are assigned to work within the jail shall be able to obtain meals within the jail in order to maintain the security of this locked facility.

Eligible Classes: Classes designated AE, CL, CM, CR, FS, HS, MM, PR, PS and RN.

(b) Employees assigned to a detention facility which provides meals for inmates and employees assigned to the associated transportation division shall be provided meals without charge at the assigned facility during normal meal service times.

Eligible Classes: Classes designated DS and SM.

(c) If an employee works four (4) hours or more beyond his/her normal regular scheduled shift without a minimum of 24

hours advance notice, that employee shall be entitled to reimbursement for a meal per the current United States General Services Administration (GSA) reimbursement rates.

Eligible Classes: Classes designated DS and SM.

- (d) If an employee is required to remain at a crime scene or designated post for six (6) or more consecutive hours, the employee will be provided, at the Department’s discretion, a meal or will be entitled to reimbursement for a meal per the current GSA reimbursement rates.

Eligible Classes: Classes designated DS and SM.

(b) County Owned and Maintained Housing Facilities.

- (1) The provisions of the Board of Supervisors Policy G-14 on Employee Occupied County-Owned Residences as adopted by the Board of Supervisors on May 1, 1990 govern the administration of this provision.
- (2) Charges for specific living quarters shall be based upon a determination of the class in which each house, apartment, or room shall be included, made by resolution of the Board of Supervisors. Employees shall be charged at the biweekly rate; however, when computing the charges for a portion of a biweekly pay period, the daily rate shall be used. Charges for living quarters shall be paid by employees or deducted from employees' compensation at the end of the pay period for which the living quarters are furnished.

Class	Description	Biweekly Rate
1	1 BR/1 BA Mobile Home	\$58.93
2	2 BR/1 BA Mobile Home	70.79
3	2 BR/2 BA Mobile Home	82.55
4	1 BR/1 BA Apartment	58.93
5	2 BR/1 BA Apartment	81.50
6	3 BR/1 BA Apartment	82.55
7	3 BR/1-1/2 – 2 BA Apartment	94.36
8	1 BR/1 BA House	70.79
9	2 BR/1 BA House	82.66
10	2 BR/2 BA House or 3 BR/1 BA House	94.36
11	3 BR/1-1/2 – 2 BA House	106.10

Class	Description	Biweekly Rate
12	4 BR/2 BA House	271.18

(Amended 01/16/87, Ord. No. 7260)  
 (Amended 07/13/90, Ord. No. 7749)  
 (Amended 07/13/90, Ord. No. 7773)  
 (Amended 07/26/91, Ord. No. 7945)  
 (Amended 08/07/92, Ord. No. 8110)  
 (Amended 10/01/93, Ord. No. 8300)  
 (Amended 10/14/94, Ord. No. 8455)  
 (Amended 07/01/95, Ord. No. 8550)  
 (Amended 02/28/97, Ord. No. 8771)  
 (Amended 02/12/99, Ord. No. 8998)  
 (Amended 07/02/99, Ord. No. 9050)  
 (Amended 07/28/00, Ord. No. 9162)  
 (Amended 07/13/01, Ord. No. 9354)  
 (Amended 06/28/02, Ord. No. 9477)  
 (Amended 06/27/03, Ord. No. 9562)  
 (Amended 06/25/04, Ord. No. 9656)  
 (Amended 06/24/05, Ord. No. 9721)  
 (Amended 06/23/06, Ord. No. 9783)  
 (Amended 06/22/07, Ord. No. 9871)  
 (Amended 01/18/08, Ord. No. 9912)  
 (Amended 08/01/08, Ord. No. 9946)  
 (Amended 07/03/09, Ord. No. 9987)  
 (Amended 07/02/10, Ord. No. 10051)  
 (Amended 07/01/11, Ord. No. 10153)  
 (Amended 07/13/12, Ord. No. 10215)  
 (Amended 06/28/13, Ord. No. 10263)  
 (Amended 06/27/14, Ord. Nos. 10326; 10344)  
 (Amended 06/26/15, Ord. No. 10388)  
 (Amended 07/08/16, Ord. No. 10432)  
 (Amended 07/07/17, Ord. No. 10483)  
 (Amended 07/06/18, Ord. No. 10542)  
 (Amended 06/21/19, Ord. No. 10609)  
 (Amended 07/03/20, Ord. No. 10673)  
 (Amended 07/02/21, Ord. No. 10732)  
 (Amended 05/10/22, Ord. No. 10792)  
 (Amended 06/13/23, Ord. No. 10853)

**SECTION 1.13.4: JUVENILE PROBATION INSTITUTIONS MAINTENANCE AND MEALS.**

- (a) The following employees regularly assigned to Juvenile Institutions shall be furnished meals served during the scheduled work day as part of their compensation: (005090) Senior Probation Officers, (005065) Deputy

Probation Officers, (005068, 005069) Correctional Deputy Probation Officers and Supervising Probations Officers (005115).

- (b) Other regularly assigned personnel on duty at the San Diego County Juvenile Probation Institutions who are provided full or part-time maintenance shall be furnished such maintenance without charge, subject to the approval of the Chief Probation Officer.
- (c) County employees and other persons employed without pay in furnishing advice, counsel, or assistance, which is of benefit to the educational programs at San Diego County Juvenile Probation Institutions, may be provided meals or be housed in the dormitory or guesthouse buildings from time to time, without charge, subject to the approval of the Chief Probation Officer.

(Amended 01/16/87, Ord. No. 7260)  
(Amended 10/01/04, Ord. No. 9677)  
(Amended 01/18/08, Ord. No. 9912)  
(Amended 06/20/08, Ord. No. 9943)

SECTION 1.13.5: INSTITUTIONAL ASSIGNMENTS - MEALS. Eligible employees employed at a County institution including, but not limited to Edgemoor, Kearny Mesa Juvenile Detention Facility, East Mesa Juvenile Detention Facility, Polinsky Children's Center, Las Colinas Detention and Reentry Facility, Juvenile Probation Camps, and County Jail, shall be furnished breakfast, lunch and/or dinner, whichever may be served during the scheduled work shifts of the employee.

<u>Eligible Classes:</u>	
004460	Assistant Manager, Sheriff's Food Services
004465	Nutritionist
006405	Food Services Supervisor
006410	Sr Cook
006411	Cook
006415	Food Services Worker
006510	Laundry Supervisor

(Amended 06/02/89, Ord. No. 7625)  
(Amended 01/16/87, Ord. No. 7260)  
(Amended 06/02/89, Ord. No. 7625)  
(Amended 10/01/04, Ord. No. 9677)  
(Amended 01/18/08, Ord. No. 9912)  
(Amended 01/10/14, Ord. No. 10314)  
(Amended 10/31/14, Ord. No. 10354)  
(Amended 11/22/19, Ord. No. 10627)

SECTION 1.13.6: CAMP BARRETT AND JUVENILE RANCH FACILITY HOUSING.

(Amended 01/16/87, Ord. No. 7260)  
(Amended 07/27/90, Ord. No. 7789)  
(Amended 10/18/91, Ord. No. 7990)  
(Amended 01/08/93, Ord. No. 8195)  
(Amended 05/14/93, Ord. No. 8227)  
(Amended 10/01/04, Ord. No. 9677)  
(Amended 01/18/08, Ord. No. 9912)  
(Repealed 01/18/19, Ord. No. 10587)

SECTION 1.13.7: CANINE ALLOWANCE.

The appointing authority may designate an employee to keep and maintain a dog for use in a canine program. For employees so designated who do actually maintain a dog, the County will pay all costs concerning veterinary costs, food, supplies, dog shelter and any other approved expense relating to the maintenance of the dog. Employees who are compensated under this provision shall keep all required immunizations and licenses current for the dog.

Eligible Classes: Classes designated PO, SO, DS and DI; and

005392     Agricultural Standards Inspector  
005393     Sr Agricultural Standards Inspector

(Amended 12/19/86, Ord. No. 7254)  
(Amended 12/27/91, Ord. No. 8016)  
(Amended 09/17/96, Ord. No. 8721)  
(Amended 09/26/97, Ord. No. 8832)  
(Amended 07/03/98, Ord. No. 8932)  
(Amended 01/18/08, Ord. No. 9912)  
(Amended 06/20/08, Ord. No. 9943)  
(Amended 01/16/09, Ord. No. 9963)  
(Amended 06/27/14, Ord. No. 10326)  
(Amended 01/31/20, Ord. No. 10648)

SECTION 1.13.8: MOTORCYCLE SAFETY EQUIPMENT ALLOWANCE. The appointing authority may assign an employee to permanent, full-time duty as a motorcycle officer. An employee so assigned, is required to purchase motorcycle safety equipment as specified by the appointing authority. After making the purchase and upon filing a claim accompanied by proof of purchase, the County shall reimburse the employee for the cost of such equipment.

Eligible Classes: Classes designated DS.

(Amended 12/19/86, Ord. No. 7254)  
(Amended 01/18/08, Ord. No. 9912)

SECTION 1.13.9: UNIFORM ALLOWANCE (INITIAL ISSUE AND MAINTENANCE).

(a) Sheriff's Uniform Allowance.

- (1) Newly-Hired Deputies or Deputy Sheriffs-Detentions/Court Services. Employees hired for the first time shall be reimbursed for an amount not to exceed four hundred fifty dollars (\$450) of the cost of required uniforms and equipment upon filing a claim accompanied by a proof of purchase. Employees who are separated during the probationary period shall return all uniforms and equipment for which reimbursement was paid to a place designated by the Sheriff.

Eligible Classes: Classes designated DS.

(2) Maintenance.

- (a) For maintaining and/or replacing required uniforms and equipment, the County shall, on the payday of Payroll 05 of each fiscal year, pay a uniform maintenance allowance to an employee who is in the eligible class in Payroll 04 of the fiscal year, and who has continuous satisfactory service in a uniformed class during all or a portion of the preceding twenty-six (26) pay periods as follows:

Eligible Class: Classes designated DS and SM.

(b) Required Paid Service in Eligible Class Allowance

(1) Effective Through June 30, 2013

Over 1650 hours	\$725	(3/3)
Over 1100, but not over 1650 hours	\$479	(2/3)
Over 550, but not over 1100 hours	\$239	(1/3)
550 hours or less	-0-	(0/3)

(2) Effective July 1, 2013

Over 1650 hours	\$1,000	(3/3)
Over 1100, but not over 1650 hours	\$666	(2/3)
Over 550, but not over 1100 hours	\$333	(1/3)
550 hours or less	-0-	(0/3)

Eligible Class: Classes designated DS and SM.

(Amended 05/10/11, Ord. No. 10149)

- (c) In the event of movement between uniformed classes within the Sheriff's Department, time required for eligibility shall be satisfied by County service in a uniformed class for purpose of payment of uniform allowance provisions.

Eligible Class: Classes designated DS.

(b) Probation Uniform Allowance.

- (1) Initial Issue. Employees in classes designated PO or SO, newly hired or newly assigned to Work Project, East Mesa Juvenile Detention Facility, Kearny Mesa Juvenile Detention Facility, the Girls Rehabilitation Facility, or Armed Units shall be reimbursed for an amount not to exceed the following:

<u>Facilities</u>	<u>Classes Designated</u>	
	<u>PO</u>	<u>SO</u>
Work Project – CDPO I & II	\$800	\$700
Work Project – Senior Probation Officer	\$400	\$300
East Mesa Juvenile Detention Facility	\$400	\$400
Kearny Mesa Juvenile Detention Facility	\$400	\$400
Girls Rehabilitation Facility	\$400	\$400
Armed Units	\$350	\$350

(2) Special Qualifications.

- (a) Employees transferring from one work location to another work location where different uniforms are required, shall receive the initial uniform allowance described above, except that employees transferring from a Juvenile Camp Facility to East Mesa Juvenile Detention Facility, Kearny Mesa Juvenile Detention Facility or the Girls Rehabilitation Facility are not eligible for an initial allowance at the new work location.
- (b) Employees who are separated during the probationary period are required to return all uniforms and patches for which reimbursement was paid or issued to a place designated by the Chief Probation Officer.

(3) Maintenance. The appointing authority shall require employees to purchase and maintain uniforms and equipment as specified.

- (a) If an employee in an eligible class is on leave (paid or

unpaid) during Payroll 04, and has sufficient hours in the previous year to qualify for a Uniform Allowance maintenance payment, that payment will be made when the employee returns to active County service. If an eligible employee is active in Payroll 04, but on leave (paid or unpaid) in Payroll 05, the maintenance payment will be made when the employee returns to active County service. If an employee is in an eligible class in Payroll 04, but terminates County service, transfers to an ineligible class in Payroll 05, or is on leave (paid or unpaid) for more than twelve (12) months, that employee is not entitled to receive the maintenance payment as that employee is no longer required to wear a uniform, or was not required to purchase and/or maintain uniforms and equipment during the 12 months or longer when they were on leave. Payment will be included in the paycheck issued on the payday of Payroll 05 of each fiscal year.

Eligible Classes: Classes designated PO and SO.

- (b) For purposes of computing the correct prorated payment amount, three-thirds (3/3) of the maintenance allowance is as follows:

<u>Facilities</u>	<u>Classes Designated</u>	
	<u>PO</u>	<u>SO</u>
Work Project – CDPO I & II	\$650	\$550
Work Project – Senior Probation Officer	\$400	\$300
East Mesa Juvenile Detention Facility	\$400	\$400
Kearny Mesa Juvenile Detention Facility	\$400	\$400
Girls Rehabilitation Facility	\$400	\$400
Armed Units	\$350	\$350
Work Furlough	--	\$350
Work Project	--	\$350



The amount of the allowance shall be computed on paid service as follows:

% of Required Service in Paid Status	Allowance
Over 75% through 100%	Three-thirds (3/3)
Over 50% through 75%	Two-thirds (2/3)
Over 25 % through 50 %	One-third (1/3)
25% or less	Zero (0/3)

Eligible Classes: Classes designated PO and SO.

- (Amended 07/12/13, Ord. No. 10269)
- (Amended 09/20/13, Ord. No. 10291)
- (Amended 09/11/15, Ord. No. 10367)
- (Amended 09/28/18, Ord. No. 10562)
- (Amended 01/18/19, Ord. No. 10587)

(4) One-time Uniform Lump Sum Payment

(a) Effective September 8, 2023. A one-time lump sum payment of \$600 for the purchase of uniforms.

(1) Eligibility. All regular employees in eligible classes listed below as of September 8, 2023.

Eligible Classes. All classes designated: PO.

(2) Payroll Calculation. Such one-time payment of \$600 shall:

- (a) Be included in the employees regular paycheck and subject to normal deductions;
- (b) Not modify the salary base or computations of premiums or bonuses;
- (c) Not be paid if terminated before the first day of the payroll 06.

(3) Payment Date. This payment shall be paid on the payday of payroll 06 (September 29, 2023) for all eligible classes. The expiration of the one-time payment is June 30, 2024.

- (4) Part-time employees shall receive a pro-rated amount according to their standard hours.

(Added 09/12/23, Ord. No. 10860)

- (b) Effective September 22, 2023. A one-time lump sum payment of \$600 for the purchase of uniforms.

- (1) Eligibility. All regular employees in the eligible class listed below as of September 22, 2023.

Eligible Class: 005115 Supervising Probation Officer.

- (2) Payroll Calculation. Such one-time payment of \$600 shall:

- (a) Be included in the employees regular paycheck and subject to normal deductions;

- (b) Not modify the salary base or computations of premiums or bonuses;

- (c) Not be paid if terminated before the first day of the payroll 07.

- (3) Payment Date. This payment shall be paid on the payday of payroll 07 (October 13, 2023) for eligible class 005115 Supervising Probation Officer. The expiration of the one-time payment is June 30, 2024.

- (4) Part-time employees shall receive a pro-rated amount according to their standard hours.

(Added 09/26/23, Ord. No. 10864)

(c) Uniform Allowance - Other.

- (1) Initial Issue. Eligible employees in classifications listed in subsection 1.13.9 (c)(4) (Initial Issue and Uniform Maintenance/Replacement Rates by Class) below, when hired or newly assigned to a position requiring them to wear a uniform, shall receive, within thirty (30) days of hire or assignment, an initial allowance toward the purchase of required uniforms in the amount provided in subsection 1.13.9 (c) (4) below.

- (2) Exception. Employees who are furnished uniforms at no cost shall

not be covered by this uniform provision.

(3) Annual Payment Schedule – Maintenance and Replacement.

(a) If an employee in an eligible bargaining unit listed below is on leave (paid or unpaid) during Payroll 4 and has sufficient hours in the previous year to qualify for a Uniform Allowance maintenance payment in accordance with the chart below that payment will be made when the employee returns to active County service. If an eligible employee is active in Payroll 4 but on leave (paid or unpaid) in Payroll 5 the maintenance payment will be made when the employee returns to active County service. If an employee is in an eligible Bargaining Unit in Payroll 4 but terminates County service or transfers to an ineligible Bargaining Unit in Payroll 5 that employee is not entitled to receive the maintenance payment, as that employee is no longer required to wear a uniform.

Eligible Classes: AE, CL, CM, FS, HS, MM, PR, PS, RN, and SS

(b) For eligible employees in classifications listed in subsection 1.13.9(c)(4) below (Initial Issue and Uniform Maintenance/Replacement Rates by Class), for maintaining and/or replacing required uniforms and equipment, the County shall, on the payday for Payroll 05 of each year, pay a uniform maintenance allowance in the amount also listed in 1.13.9(c)(4) to employees who are in any eligible class in Payroll 04 of that year. This allowance will be included in the paycheck of the appropriate period as defined in (a) above. The amount of the allowance shall be computed as follows, based on the amount of paid service in an eligible class:

% of Required Service in Paid Status	Allowance	
Over 75%	Three-thirds	(3/3)
Over 50% through 75%	Two-thirds	(2/3)
Over 25% through 50%	One-third	(1/3)
25% and less	Zero	(-0-)

(4) Initial Issue and Uniform Maintenance/Replacement Rates by Class. Employees who receive a uniform allowance are required to wear a uniform at all times. For purposes of computing the correct

payment amount, three-thirds (3/3) of the uniform allowance is as follows for the listed eligible classes:

Class No.	Title	Three-Thirds (3/3) Allowance
004517	Certified Nurse Practitioner	\$200
004525	Psychiatric Nurse	200
004527	Psychiatric Clinical Nurse Specialist	200
004538	Staff Nurse	200
004548	Sheriff's Detentions Nurse	500
004615	Certified Nurse Assistant	500
004616	Sheriff's Certified Nurse Assistant	500
004618	Psychiatric Technician	500
004625	Licensed Vocational Nurse	500
004626	Sheriff's Detentions LVN	500
005700	Animal Care Attendant	850
005702	Supervising Animal Care Attendant	850
005703	Animal Control Officer	850
005710	Registered Veterinary Technician	850
005711	Supervising Animal Control Officer	850
005748	Community Service Officer	850
006019	Road Crew Supervisor	600
006023	Road Maintenance Worker	550
006025	Road Structure Worker I	550
006026	Road Structure Worker II	550
006027	Road Structure Worker III	550
006035	Equipment Operator	550
006036	Senior Equipment Operator	550
006332	Park Ranger	1,000
006342	Senior Park Ranger	1,000
006343	Supervising Park Ranger	1,000
006410	Senior Cook	600
006411	Cook	600
006415	Food Services Worker	600
007089	Solid Waste Site Supervisor	600

Class No.	Title	Three-Thirds (3/3) Allowance
007099	Sheriff's Range Guard	400

(Repealed 01/18/08, Ord. No. 9912)  
(Added 01/18/08, Ord. No. 9912)  
(Amended 09/25/09, Ord. No. 10008)  
(Amended 10/08/13, Ord. No. 10293)  
(Amended 12/03/13, Ord. No. 10303)  
(Amended 04/15/14, Ord. No. 10333)  
(Amended 08/05/16, Ord. No. 10432)  
(Amended 06/28/22, Ord. No. 10798)  
(Amended 06/13/23, Ord. No. 10853)

**SECTION 1.13.10: UNIFORM ALLOWANCE (INITIAL ISSUE AND MAINTENANCE / REPLACEMENT).**

(a) Hard Toe Shoes/Non-slip Safety Shoes:

- (1) Employees in the following classes shall be reimbursed or issued a voucher for:

Three hundred dollars (\$300) for departmental approved, hard-toe shoes or non-slip safety shoes. If hard-toe shoes or non-slip safety shoes are deemed appropriate by the department for employees in other classes, these employees shall also be reimbursed or issued a voucher for three hundred dollars (\$300) for departmental approved hard-toe shoes. Employees may accrue up to three (3) years' worth of reimbursement for the purchase of safety footwear. Employees who do not spend three hundred dollars (\$300) in the previous fiscal year shall have up to six hundred dollars (\$600) available in the second year. Employees who do not spend three hundred dollars (\$300) in each of the two (2) previous fiscal years shall have up to nine hundred dollars (\$900) available in the third year. Maintenance after purchase and reimbursement will be the responsibility of the employee. A portion of the reimbursement allowance can also be used for shoe repair and inserts.

Hard-Toe Shoes/Non-Slip Safety Shoes

Eligible Classes:

006035 Equipment Operator  
006036 Sr Equipment Operator  
006345 Sr Park Maintenance Worker

Eligible Classes:

006347 Park Maintenance Worker  
007030 Sr Custodian  
007035 Healthcare Agency Housekeeper  
007036 Sr Healthcare Agency Housekeeper  
007070 Wastewater Plant Operator II  
007071 Wastewater Plant Operator I  
007515 Stores Delivery Driver  
007540 Construction & Services Worker  
and Classes designated: CR

(Amended 08/05/16, Ord. No. 10432)

(Amended 08/30/22, Ord. No. 10805)

(Amended 12/13/22, Ord. No. 10814 )

(2) Employees in the following classes shall be reimbursed:

Three hundred dollars (\$300) upon proof of purchase of departmental approved hard-toe shoes or non-slip safety shoes. If hard-toe shoes or non-slip safety shoes are deemed appropriate by the department for employees in other classes, these employees shall also be reimbursed. Employees may accrue up to three (3) years' worth of reimbursement for the purchase of safety footwear. Employees who do not spend three hundred dollars (\$300) in the previous fiscal year shall have up to six hundred dollars (\$600) available in the second year. Employees who do not spend three hundred dollars (\$300) in each of the two (2) previous fiscal years shall have up to nine hundred dollars (\$900) available in the third year. Maintenance after purchase and reimbursement will be the responsibility of the employee. A portion of the reimbursement allowance can also be used for shoe repair.

(a) Hard Toe Shoes.

Eligible Classes:

002660 Storekeeper  
002664 Pharmacy Stock Clerk (Jail)  
002713 Sheriff's Property & Evidence Specialist II  
003588 Code Enforcement Officer  
003715 Building/Enforcement Supervisor  
004260 Pharmacy Technician (Jail Pharmacies only)  
005785 Sheriff's Property Investigators  
005787 Sheriff's Property & Evidence Manager  
005793 Sheriff's Property & Evidence Custodian  
006019 Road Crew Supervisor

Eligible Classes:

006411	Cook
006415	Food Services Worker
007068	Wastewater Facilities Supervisor
007069	Wastewater Plant Operator III
007083	Sewer Construction & Maintenance Worker

(Amended 08/05/16, Ord. No. 10432)  
(Amended 10/14/16, Ord. No. 10439)  
(Amended 10/13/17, Ord. No. 10499)  
(Amended 06/21/19, Ord. No. 10609)  
(Amended 11/06/20, Ord. No. 10684)  
(Amended 06/28/22, Ord. No. 10798)

(b) Non Slip Safety Shoes.

Eligible Classes:

004230	Veterinary Pathologist (T)
004317	Disease Research Scientist
004318	Histology Technician
004319	Senior Histology Technician
005710	Registered Veterinary Technician
006411	Cook
006415	Food Services Worker

And classes designated: AE, CL, FS, MM, PR or PS when deemed appropriate by the department.

(Amended 08/05/16, Ord. No. 10432)  
(Amended 10/13/17, Ord. No. 10499)

(c) Insoles. An additional sixty dollars (\$60) shall be reimbursed upon proof of purchase of department-approved insoles. The reimbursement is only for eligible classes as listed below:

Eligible Classes:

003814	Engineering Technician I
003813	Engineering Technician II
003812	Engineering Technician III

(Added 06/28/22, Ord. No. 10798)

(b) Back Belts.

- (1) If back belts are deemed appropriate by the department employees approved for such back belts shall be reimbursed up to fifty dollars (\$50) upon proof of purchase of departmental approved back belts. The department may also provide a back belt for an employee if deemed appropriate, in lieu of reimbursement.

Eligible Classes: Classes designated AE, CL, CM, CR, FS, MM, PR, PS or SS.

- (2) Back belts will be provided to employees in classes designated HS when determined by management to be necessary for the employee to perform his/her job.

(Repealed 01/18/08, Ord. No. 9912)  
(Added 01/18/08, Ord. No. 9912)  
(Amended 09/25/09, Ord. No. 10008)  
(Amended 02/12/10, Ord. No. 10026)  
(Amended 11/05/10, Ord. No. 10079)  
(Amended 06/28/13, Ord. No. 10263)  
(Amended 10/08/13, Ord. No. 10293)  
(Amended 12/03/13, Ord. No. 10303)

SECTION 1.13.11: SAFETY GLASSES. If safety glasses are deemed appropriate by the Department, employees shall be reimbursed for safety glasses, regular and prescription, according to the following criteria.

- (a)
  - (1) The department will conduct a risk assessment to determine if eye protection is required.
  - (2) The employee will provide a prescription from a licensed medical provider (optometrist or ophthalmologist) that determines prescription glasses to be necessary.
  - (3) Safety glasses must meet minimum American National Standards Institute (ANSI) guidelines as required by Cal/OSHA regulations and approved by the department's safety officer.
  - (4) For an employee in class 6180 – Welder, additional testing may be required on an annual basis in order to be in compliance with safety standards.
- (b) Upon satisfying the criteria in (a) 1, 2 and 3 above, the County will reimburse the employee for a pair of basic safety glasses as follows:
  - (1) Frames: Selected by the employee.



- (2) Lenses: Single, bifocal, trifocal and/or occupational lenses as required by prescription.
- (3) Lenses: Polycarbonate shall be the standard. However, plastic or glass lenses may be approved by the department on a case-by-case basis if required by the prescription.
- (4) Abrasion resistant coating and ultraviolet protection.
- (5) Permanent side shields.
- (6) Progressive, transition or polarized lenses, tinting, anti-fog coating or anti-reflective coating will be approved only if required by the prescription.
- (7) Welding Hood: Prescription lenses may be fitted in the hood in lieu of regular prescription glasses.
- (8) (a) One pair of glasses per year not to exceed two hundred dollars (\$200) per year. The annual two hundred dollars (\$200) may be accumulated over any three-year period to a maximum of six hundred dollars (\$600).

Eligible Classes:

The following MM classifications:

005885 Building Maintenance Supervisor  
 005900 Sheriff's Supervising Heli/Air Mechanic  
 006149 Telecommunications Technician III  
 006163 Sr Electronic Security & Systems Technician  
 007069 Wastewater Plant Operator III

(Amended 06/26/15, Ord. No. 10388)

- (b) One pair of glasses per year not to exceed four hundred dollars (\$400) per year. The annual four hundred dollars (\$400) may be accumulated over any three-year period to a maximum of twelve hundred dollars (\$1,200).

Eligible Classes: Classes designated CR.

(Added 07/17/01, Ord. No. 9356)  
 (Amended 12/09/03, Ord. No. 9618)  
 (Amended 01/18/08, Ord. No. 9912)  
 (Amended 06/28/13, Ord. No. 10263)

