



DIGEST

Around and About

PERSONNEL IS seeking candidates for the job of Head, Staff Services — Spanish-Speaking (\$1,077 to \$1,343 a month), at the East Los Angeles Child and Youth Clinic. The job is open to employees from any County department. Aspirants must speak fluent Spanish, know the East Los Angeles area, have three years experience in a general administrative or staff capacity, or one year experience as an Administrative Assistant II or Staff Assistant II. Apply at room 493, Hall of Administration, before 5 p.m. Aug. 13.

REMINDER: This is the time of year for AID-United givers to renew their designations, if they want their gifts sent to a specific charity. The designations must be renewed annually. Undesignated funds are distributed among 15 major charitable causes. Each department's personnel office has designation forms.

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AUGUST 6

1971

Volume 4 Number 11

Health Plans Set Open Period

DIRECTOR OF personnel Gordon Nesvig has announced an "open enrollment" for the four County-sponsored health plans will begin Monday, Aug. 30, and run three weeks through Friday, Sept. 17. It will be the first open enrollment period since January 1970.

During this period any permanent, fulltime County employee may enroll himself or his dependents in any of the four plans without a health statement or other "evidence of insurability." An employee during the period also may switch from his present health plan to another.

All four plans—Blue Cross, CPS-Blue Shield, Ross-Loos, and Kaiser Foundation—provide hospital care, surgery, and other medical benefits, but with varying arrangements. Details on each plan's benefits are available from payroll clerks or the personnel office in

each County department. The same offices also have enrollment forms.

For persons who sign up during the open enrollment period, coverage will begin next Dec. 1. The first paycheck deduction for the new coverage will be made from the Nov. 10 paycheck (health insurance premiums are payable in advance).

Nesvig said employees already enrolled in a health plan who do not wish to make any changes in their coverage will not be affected by the open enrollment period.

Ray of Sunshine

COUNTY STAFFERS enrolled in a health plan will find a bit of good news on the stub of next Tuesday's pay check (Aug. 10).

Some will find the deduction for health insurance premiums has disappeared—others will note that the

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Pay Rises OK'd for Craftsmen, Others

THE BOARD of Supervisors has approved pay increases to go into effect Sept. 1 for some 2,400 County craftsmen, surveyors, building inspectors, and related classes.

The increases are contained in amendments to memoranda of understanding signed by County management and the Los Angeles Building and Construction Trades Council for approximately 1,400 electricians, painters, carpenters, plumbers, and other craftsmen — and with the California Association

of Professional Employees for nearly 1,000 building inspector and surveyor classes.

Under long-standing custom, County craft salaries move Sept. 1 instead of July 1 because they are based on formulas affected by agreements arrived at in private industry during spring and summer.

Director of personnel Gordon Nesvig informed the Board that as

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Around and About

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SPEAKING OF giving, the next Bloodmobile for County employees will be held at the Hall of Administration Sept. 1 from 10 to 2:30 p.m. Blood bank coordinator Armando Lopez says County staffers during the past year set an all-time record for blood donations, and the County's blood bank account is in much healthier shape than a year ago.

ONE EFFECT of the economy freeze begun last January came to light last week. Purchasing & Stores reported its buying for the fiscal year ending July 1 totaled \$103 million — at least \$8 million less than had been projected for the year. If anybody's running short on paper clips, you know why.

MOVING UP: David Rodgers has been named assistant director of building services, in charge of custodians and elevator services . . . In Washington, former County human relations director John Buggs is the new acting director of the U.S. Commission on Civil Rights, the first black to head the agency since it was created 14 years ago.

PROBATION'S PUBLICATION *Shop Talk* reports that its Crenshaw office recently found among its job orders a request for a burglar. An L.A. safe manufacturing firm had a fulltime spot for a veteran safecracker who could visit the firm's customers and make sure their safes were burglar-proof. The Crenshaw VISTO staff found a parolee with impressive credentials, he landed the job.

PAY RISES

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yet he is recommending no pay increases for 16 classes containing 200 power equipment repairmen because negotiations with their representatives have arrived at an impasse, and the dispute awaits recommendations from a fact-finder appointed by the employee relations commission.

In other action, the Board of Supervisors has approved memoranda of understanding which include pay increases for two other employee units. Both had been involved in prolonged negotiations since earlier this year:

Higher salaries become effective Aug. 13 for the 231 employees in the plant operating engineers unit.

The Board adopted an ordinance last Tuesday (Aug. 3) providing pay rises for a unit containing 411 public health sanitarians, public health investigators, and related classes. The ordinance becomes effective Sept. 3.

Districts Equalized

BORDER AREAS of the five Supervisors' districts will shift slightly Aug. 27 to make them all roughly equal in population, each with a little more than 1.4 million residents.

The Board ordered the changes (July 27) as recommended by a Board-appointed citizens commission, which found that Frank Bonelli's first district and Warren Dorn's fifth district had become overpopulated since the last redistricting in late 1965.

Major shifts include:

Moving 165,000 residents in Artesia, Bellflower, Cerritos, and Lakewood from Bonelli's first to Burton Chace's fourth district.

Moving 241,000 in west central Los Angeles and Carson from Ernest Debs' third district and Chace's fourth to Kenneth Hahn's second district.

Shifting 205,000 in Van Nuys

HEALTH PLANS

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deduction is less than heretofore, anywhere from \$1 less to \$7.02 less, depending on the policy carried.

The decrease results from the fact that while all four health plans are increasing their premium rates as of next Tuesday, the rises are more than offset by the increase in the County contribution from \$8 a month to a maximum of \$16.50, which goes into effect on the same date. (See July 2 DIGEST for details.)

As a result of the changes, employees' take-home pay will gain by the following amounts:

KAISER PLAN. Employee-only coverage, a gain of \$5.06 a month. Employee and one dependent, gain of \$3.28 a month. Family coverage, gain of \$1 a month.

BLUE CROSS (high option). Employee only, gain of \$4.29. Employee and one dependent, gain of \$4.69. Family coverage, gain of \$4.03.

BLUE CROSS (low option). Employee only, gain of \$3.50. Employee and one dependent, \$5.40 gain. Family coverage, \$4.78 gain.

BLUE SHIELD. Employee only, \$5.42 gain. Employee and one dependent, \$3.52 gain. Family coverage, \$3.71 gain.

ROSS-LOOS. Employee only, gain of \$9.53. Employee and one dependent, \$7.02 gain. Family coverage, \$7.02 gain.

Van Nuys Parking

THE BOARD of Supervisors last Tuesday (Aug. 3) voted to hire an architect to draw plans for a third level on the Van Nuys court building parking structure. It will add 340 spaces.

and Sun Valley from Dorn's fifth district to Deb's second.

The redesigned district lines, for the first time, will not cut through any city except Los Angeles.

THE NEW RATES--Who Pays What

THE TABLE below shows a breakdown of health insurance premiums and deductions that will go into effect on next Tuesday's (Aug. 10) paycheck for the 42,000 employees who subscribe to a County-sponsored health plan. (See adjoining story.) Gunther Dumalski, employee benefits manager, urged that employees compare deductions shown on the Aug. 10 paycheck stub with the figures below to make sure deductions are correct. The new County contribution of up to \$16.50 a month goes into effect for all subscribers except a relative few in representation units that are still negotiating on agreements with County management.

	<u>Employee Only</u>	<u>Employee and One Dependent</u>	<u>Family Coverage</u>
BLUE CROSS—Low Option (Deduction Code 08 on paycheck)			
Total premium	\$15.45	\$30.01	\$34.03
County contribution	15.45	16.50	16.50
	<hr/>	<hr/>	<hr/>
COST TO EMPLOYEE	None	\$13.51	\$17.53
 BLUE CROSS—High Option (Deduction Code 09)			
Total premium	\$17.20	\$35.54	\$39.87
County contribution	15.60	\$16.50	16.50
	<hr/>	<hr/>	<hr/>
COST TO EMPLOYEE	\$ 0.70	\$19.04	\$23.37
 CALIFORNIA BLUE SHIELD (Deduction Code 44)			
Total premium	\$19.89	\$35.80	\$40.30
County contribution	16.50	16.50	16.50
	<hr/>	<hr/>	<hr/>
COST TO EMPLOYEE	\$ 3.39	\$19.30	\$23.80
 KAISER FOUNDATION (Deduction Code 10)			
Total premium	\$15.67	\$31.34	\$44.88
County contribution	15.67	16.50	16.50
	<hr/>	<hr/>	<hr/>
COST TO EMPLOYEE	None	\$14.84	\$28.38
 ROSS-LOOS MEDICAL GROUP (Deduction Code 19)			
Total Premium	\$16.42	\$35.90	\$45.58
County contribution	16.42	16.50	16.50
	<hr/>	<hr/>	<hr/>
COST TO EMPLOYEE	None	\$19.40	\$29.08

Dumalski said employees with deduction codes "A-2" (California Association of Professional Employees), "A-3" (Fire Fighters Union, Local 1014), or "A-4" (Los Angeles County Employees association), should call those organizations if they have questions about premiums for those groups' health plans.

What Is 'Personal Leave'?

A MEMO telling how to apply the new "personal leave" provisions of the 1971-72 salary ordinance has been sent to County department heads and personnel officers.

Director of personnel Gordon Nesvig said the memo is in answer to many inquiries since the ordinance went into effect July 1. The ordinance increased the amount of full-pay sick leave that 40-hour-a-week employees may accrue from nine days a year to twelve, and in a special section (230-3a) it provided that "not more than three working days... of sick leave in any one calendar year may be used for any personal reason that does not interfere with the public service mission of the department or the County."

Nesvig's explanatory memo contained these points:

"If no personal leave days are used, the time stays on the books as sick leave — that is, personal leave does not accumulate.

"Personal leave requires prior approval by the department head or his authorized representative.

"Personal leave may not be taken in less than one-half hour increments."

Nesvig said personal leave has been provided for such uses as observing religious holidays, coping with family emergencies such as sick relatives, or handling major financial matters like completing loan arrangements for purchase of a house.

He asked department heads to

urge employees to save their personal leave for these special purposes and not to use it merely to extend a vacation, although, Nesvig added, "the ordinance does not provide the department with authority to deny use of personal leave in conjunction with vacation." He also pointed out that personal leave can not be used for work stoppages of any kind.

Nesvig said a department may deny personal leave if the employee's absence would hinder effective operations — for example, in a work unit crippled by an epidemic of illnesses or a high number of temporary vacancies.

The memo also said:

"Personal leave does not have to come out of the current year's sick leave. If an employee is ill sufficiently long to use all of his current year's sick leave and has carry-over sick leave on the books, he may use that time — but no more than three days — for personal reasons . . .

"Personal leave requires prior approval by the department head, but where approval prior to the day on which it is needed is not possible because of an emergency situation, the employee must follow the normal department procedure for calling in. And in any event, if the department determines that the time cannot be allowed, the employee must report to work."

Direct Dialing Comes to PSS Long Beach

DPSS WORKERS in Long Beach offices are getting new telephone numbers on their 800 lines, preparing for the changeover to a direct dial, or "Centrex", system Sept. 13. Each line will have an individual number which an outside caller can reach without going through a County switchboard.

Maurice Kennedy, director of communications, urged that all County employees who frequently call Long Beach DPSS offices should ask the individuals they deal with what their new telephone numbers will be. Kennedy said the numbers will be assigned by Sept. 1.

The Long Beach changeover is the forerunner of a massive switch beginning in 1973 to a Centrex system for County telephones in Civic Center, Biscailuz Center,

Rancho Los Amigos hospital, and possibly elsewhere.

Kennedy said outside calls coming into the Centrex system can be transferred to any phone within the system.

"Our five-digit system, which we installed in the late 1950s and early 1960s has served us well," Kennedy said, "but it is becoming obsolete, and it cannot be expanded much more."

Kennedy said the completed Centrex system in Civic Center will free several thousand square feet of much-needed office space, since most of the Centrex equipment will be housed in telephone company switching centers, and will provide the County with an improved communication system at less cost than otherwise would be required.

County of Los Angeles

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