



Santa Cruz Consolidated
Emergency Communications Center


495 Upper Park Road
Santa Cruz, California 95065
(831) 471-1000 Fax (831) 471-1010

9-1-1
FIRE
POLICE
MEDICAL



Michael J. McDougall
General Manager

**COMMUNICATIONS PERSONNEL
POLICY/PROCEDURE**

Policy No. 1174	Date Issued: February 26, 2009
Section: 1000 – Personnel Policies	Date Revised:
Accreditation Standards:	
SUBJECT: ACTING LEAD PAY DIFFERENTIAL	
APPROVED:	
	Board Chairperson

- 1.0 The Authority shall compensate any Public Safety Dispatcher II who is temporarily assigned the duties of a Public Safety Dispatcher III by an Operations Supervisor as set forth within the Memorandum of Understanding.
 - 1.1 The Acting Lead Differential applies only to regular and probationary full or part-time employees.
 - 1.2 The Acting Lead Differential will only apply to actual hours worked in that capacity.
 - 1.3 Operations Supervisors who make an Acting Lead assignment shall indicate the assignment on that day’s seating chart.
 - 1.4 For payroll purposes, the Operations Supervisors shall create an entry on the tracking system allowing the payroll supervisor the ability to reconcile timecards.