



Mendocino County

Legislation Details (With Text)

File #: 24-0436 **Version:** 1 **Name:**
Type: Approval **Status:** Consent Agenda
File created: 4/8/2024 **In control:** Human Resources
On agenda: 4/23/2024 **Final action:**
Title: Adoption of Resolution Amending the Position Allocation Table as Follows: Budget Unit 0418, Add 1.0 FTE Women, Infants, & Children Manager, \$88,296.00 - \$107,328.00/Annually and Delete 1.0 FTE Senior Program Manager, PN 3928
Sponsors:
Indexes:
Code sections:
Attachments: 1. Resolution 24-059, 2. Resolution

Date	Ver.	Action By	Action	Result
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To: BOARD OF SUPERVISORS

From: Human Resources

Meeting Date: April 23, 2024

Department Contact: Denise Bartolomei

Phone: 707-234-6600

Department Contact: Brandy Dalzell

Phone: 707-234-6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Amending the Position Allocation Table as Follows: Budget Unit 0418, Add 1.0 FTE Women, Infants, & Children Manager, \$88,296.00 - \$107,328.00/Annually and Delete 1.0 FTE Senior Program Manager, PN 3928

Recommended Action/Motion:

Adopt resolution amending the position allocation table as follows: budget unit 0418, add 1.0 FTE Women, Infants, & Children Manager, \$88,296.00 - \$107,328.00/annually and delete 1.0 FTE Senior Program Manager, PN 3928; and authorize Chair to sign name.

Previous Board/Board Committee Actions:

On June 20, 2023, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2023-2024 Budget, Resolution Number 23-109.

Summary of Request:

The Human Resources Department is charged, as part of the overall maintenance of the classification and compensation plan, to evaluate current classifications, create new classifications (including appropriate salary levels), reclassify positions, examine requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

The County of Mendocino once had a classification titled WIC Program Manager that has been inactive since 2009. Over the years, mandates and regulations have been added or revised by the State of California and in working with the Public Health Department the class spec has been modified and Human Resources requests to re-establish and add 1.0 FTE for the Women, Infants, & Children Manager to the Position Allocation Table. It is also the request to delete 1.0 FTE, position number 3928, Senior Program Manager.

The Women, Infants and Children (WIC) program is subject to stringent compliance and regulatory requirements mandated by federal and state authorities. A dedicated WIC Manager will ensure that the organization remains in compliance with all applicable regulations, reducing the risk of penalties or sanctions.

The impact shown below for this fiscal year is calculated at Step 5 during pay period 10-24 (April 28, 2024) and includes the cost of benefits. The annual recurring cost shown below is calculated at Step 5 including the cost of benefits.

The County has fulfilled its obligations under Myers-Milias Brown Act (MMBA) with the affected bargaining units.

Alternative Action/Motion:

Do not adopt recommendation and direct staff.

Strategic Plan Priority Designation: An Effective County Government

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: Budget Unit 0418

current f/y cost: \$1,754.40 Savings *includes cost of benefits*

budget clarification: FY Savings to budget due to deletion of 1.0 FTE; Annual Recurring cost will be absorbed by Department.

annual recurring cost: \$182,475.60 *includes cost of benefits*

budgeted in current f/y (if no, please describe): No

revenue agreement: N/A

AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL: Yes

CEO Liaison: Cherie Johnson, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Atlas Pearson, Senior Deputy Clerk

Date: April 24, 2024

Final Status: **Adopted**

Executed Item Type: Resolution

Number: 24-059

