



# Mendocino County

## Legislation Text

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File #: 24-0210, Version: 1

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**To: BOARD OF SUPERVISORS**

**From:** Human Resources

**Meeting Date:** February 6, 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 Authorizing Re-Establishment of the Classification, County Librarian/Director; Revise Salary \$112,257.60 - \$136,427.20/Annually; and Amend Position Allocation Table as Follows: Budget Unit 6110, Add 1.0 FTE County Librarian/Director; Delete 1.0 FTE Director Cultural Services

**Recommended Action/Motion:**

Adopt resolution authorizing re-establishment of the classification, County Librarian/Director; revise salary \$112,257.60 - \$136,427.20/annually; amend Position Allocation Table as follows: budget unit 6110, add 1.0 FTE County Librarian/Director; delete 1.0 FTE Director Cultural Services; and authorize Chair to sign same.

**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 Librarian/Director has not been used since 2018 when the Parks, Museum and Library were combined to create the Cultural Services Agency (CSA). In recent years, Parks was removed from CSA, and more recently the Museum was removed, leaving the Library as an independent department and the need for the County Librarian/Director classification to be revised.

Human Resources has updated the classification previously used, which was last updated in 2006 prior to becoming inactive in 2018; at its January 17, 2024, meeting, the Civil Service Commission approved the proposed modifications to the classification specification.

The current fiscal year impact shown below is calculated at step 5 and includes the cost of benefits. The current fiscal year is a savings to budget unit 6110 as the request to delete 1.0 FTE, Director Cultural Services is in a higher salary grade than the of the County Librarian/Director. The annual recurring cost is at step 5, \$136,427.20/annually and includes the cost of benefits.

The County has fulfilled its obligation with the affected bargaining unit in accordance with Myers-Milia-Brown Act.

**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 6110

**current f/y cost:** \$3,223.20 Savings *includes cost of benefits*

**budget clarification:** Net savings to the department for the remainder of the fiscal year. Department will budget accordingly for annual recurring costs.

**annual recurring cost:** \$231,926.24 *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:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Senior Deputy Clerk

Date: February 6, 2024

Final Status: Adopted

Executed Item Type: Resolution

Number: 24-022

