



# Mendocino County

## Legislation Details (With Text)

**File #:** 17-0702      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Approved  
**File created:** 7/27/2017      **In control:** Human Resources  
**On agenda:** 8/1/2017      **Final action:**  
**Title:** Adoption of Resolution Adopting Changes to the Position Allocation Table as Follows: Health and Human Services Agency (HHSA), Budget Unit (BU) 4012 - Delete Two (2) Full - Time Equivalent (FTE) Substance Abuse Counselor II; BU 4080 - Delete One (1) FTE Supervising Public Health Nurse; BU 2860 - Add One (1) FTE Senior Program Specialist, One (1) FTE Animal Control Shelter Supervisor, and One (1) FTE Animal Facility Attendant.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution 17-108

Date	Ver.	Action By	Action	Result
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**To:** Board of Supervisors

**From:** Human Resources

**Meeting Date:** August 1, 2017

**Department Contact:** Denise Bartolomei

**Phone:** 234-6600

**Department Contact:** Jason Mathis

**Phone:** 234-6600

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

### **Agenda Title:**

Adoption of Resolution Adopting Changes to the Position Allocation Table as Follows: Health and Human Services Agency (HHSA), Budget Unit (BU) 4012 - Delete Two (2) Full - Time Equivalent (FTE) Substance Abuse Counselor II; BU 4080 - Delete One (1) FTE Supervising Public Health Nurse; BU 2860 - Add One (1) FTE Senior Program Specialist, One (1) FTE Animal Control Shelter Supervisor, and One (1) FTE Animal Facility Attendant.

### **Recommended Action/Motion:**

Adopt the Resolution adopting changes to the Position Allocation Table as follows: BU 4012 - delete two (2) FTE Substance Abuse Counselor II; BU 4080 - delete one (1) FTE Supervising Public Health Nurse; BU 2860 - add (1) FTE Senior Program Specialist, one (1) FTE Animal Control Shelter Supervisor, and one (1) Animal Facility Attendant; and authorize the Chair to sign same.

### **Previous Board/Board Committee Actions:**

On June 20, 2017, the Board of Supervisors adopted the Master Position Allocation Table for FY 2017-2018 Budget, Resolution No. 17-081

**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 purpose of this request is to delete three (3) vacant FTE positions and add three (3) subsequent FTE positions within the Agency in preparation of opening the Fort Bragg branch of the County Animal Shelter, and to support the operation of the Care-A-Van Program which serves remote areas of the County.

Staffing cost for two (2) FTE Fort Bragg Animal Shelter positions is estimated at \$79,833 in the current fiscal year, and \$103,783 annually thereafter. It is anticipated that this cost will be offset by Shelter and license fee revenue.

**Alternative Action/Motion:**

Direct staff to study alternatives

**Supplemental Information Available Online at:** N/A

**Fiscal Impact:**

**Source of Funding:** 2860

**Current F/Y Cost:** \$64,382

**Budgeted in Current F/Y:** Yes

**Annual Recurring Cost:** \$83,696

**Supervisory District:** All

**Vote Requirement:** Majority

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**



**FOR COB USE ONLY**

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Executed By: Nicole French

Date: **AUGUST 2, 2017**

Note to Department:

Final Status: Adopted

Executed Item Number: Resolution 17-108