



Mendocino County

Legislation Details (With Text)

File #: 17-1002 **Version:** 1 **Name:**
Type: Resolution **Status:** Adopted
File created: 10/24/2017 **In control:** Human Resources
On agenda: 11/14/2017 **Final action:**
Title: Adoption of Resolution Authorizing Salary Grade Adjustments, Title Changes, and Adoption of New Classifications and Associated Salary Grades in the Social Worker and Social Worker Supervisor Series; Adoption of Changes to the Position Allocation Table for Budget Unit 5010 as Follows: Delete One (1) Full-Time Equivalent (FTE) Social Worker Clinician, and Add One (1) Social Worker Supervisor II-A; and Reclassification and Salary Adjustment of Affected Incumbent

Sponsors:

Indexes:

Code sections:

Attachments: 1. Resolution 17-168, 2. 11.14.17 HHSA SW Granicus, 3. 11.14.17 HR - HHSA SW PAT Changes - Attachment A

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

From: Human Resources

Meeting Date: November 14, 2017

Department Contact: Heidi Dunham

Phone: (707) 234-6600

Department Contact: Denise Bartolomei

Phone: (707) 234-6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Authorizing Salary Grade Adjustments, Title Changes, and Adoption of New Classifications and Associated Salary Grades in the Social Worker and Social Worker Supervisor Series; Adoption of Changes to the Position Allocation Table for Budget Unit 5010 as Follows: Delete One (1) Full-Time Equivalent (FTE) Social Worker Clinician, and Add One (1) Social Worker Supervisor II-A; and Reclassification and Salary Adjustment of Affected Incumbent

Recommended Action/Motion:

Adopt Resolution authorizing salary grade adjustments, title changes, and adoption of new classifications and associated salary grades in the Social Worker and Social Worker Supervisor series; adoption of changes to the Position Allocation Table for Budget Unit 5010 as follows: delete one (1) FTE Social Worker Clinician and add one (1) Social Worker Supervisor II-A; and reclassification and salary adjustment of affected incumbent; and authorize 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.

A classification study was recently conducted on the Social Worker and Social Worker Supervisor series. As a result of the study, it was determined that some of the classifications warranted amending, while new classifications were also developed to adequately reflect the experience, education, and licensure desired in Mendocino County.

The Social Worker I, II, III and IV classification have been amended and include salary grade adjustments. The Social Worker IV classification now includes four levels based on education, experience, and licensure, defined as “IV-A,” “IV-B,” “IV-C,” and “IV-D.”

Similarly, the Social Worker Supervisor I and II classifications have been amended and include salary grade adjustments. The revised Social Worker Supervisor II classification now includes three levels based on education, experience, and licensure, defined as “II-A,” “II-B,” and “II-C.”

The recommended changes described above result in the addition of new classification levels, proposed salary grade adjustments, title changes, and one (1) reclassification. The addition of new levels within the Social Worker IV classification will result in the elimination of the Social Worker V and Social Worker Clinician classifications which are no longer necessary.

The Civil Service Commission approved the establishment/modification of these classifications on September 20, 2017, and the reclassification of the affected incumbent to Social Worker IV-B on October 26, 2017. Any costs associated will be absorbed with the department’s existing budget allocation. HR has conducted the necessary communications with the appropriate bargaining unit.

Alternative Action/Motion:

Direct staff to study alternatives

Supplemental Information Available Online at: n/A

Fiscal Impact:

Source of Funding: 5010

Current F/Y Cost: \$443,024 Increase

Budgeted in Current F/Y: Yes

Annual Recurring Cost: \$719,912 Increase

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

CEO Comments:



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Executed By: Nadia Tipton

Final Status:**Adopted**

Date: November 15, 2017

Executed Item No.: **Resolution** Number: 17-168

Note to Department:

Executed Documents Returned to

Department: Originals _____ Copies

_____ Hand Delivered _____ Interoffice

Mail _____ Executed Agreement Sent to

Auditor? Y/N