



Mendocino County

Legislation Text

File #: 21-0673, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: June 22, 2021

Department Contact: William Schurtz

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Phone: 234.6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Authorizing Amendment to Position Allocation Table for Budget Unit 0327 as follows: Salary Revision of Senior Air Quality Specialist from Salary No. 3102 to Salary No. 3418; Title Change of Air Quality Management District Program Coordinator to Air Quality Management District Administrative Coordinator

Recommended Action/Motion:

Adopt Resolution authorizing amendment to Position Allocation Table for Budget Unit 0327 as follows: salary revision of Senior Air Quality Specialist from Salary No. 3102 to Salary No. 3418; title change of Air Quality Management District Program Coordinator to Air Quality Management District Administrative Coordinator; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On June 23, 2020, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2020-2021 Budget, Resolution Number 20-079.

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.

At the request of the Air Pollution Control Officer (APCO) Human Resources has studied the need for a first-line supervisor to provide supervision over Air Quality Specialist and Air Quality Technicians. Currently all staff of AQMD report directly to the APCO, the addition of supervisory duties to the Senior Air Quality Specialist relieves the APCO of the day-to-day supervision of staff in order to perform more complex work associated with the overall management of the department, programs and activities. The addition of supervisory duties to the Senior Air Quality Specialist was approved by the Civil Service Commission at its May 19, 2021 meeting. A proposed salary revision provides compensation for the addition of supervisory duties; this proposed increase is approximately five percent (5%) over the current pay of Senior Air Quality Specialist. Pursuant to Service Employees International Union (SEIU) MOU, represented classes are slated to receive a pay increase on July 11, 2021; the Senior Air Quality Specialist should receive an increase in the amount

necessary to maintain the Senior Air Quality Specialist at 15% above the Air Quality Specialist.

Additionally, a proposed title change to AQMD Program Coordinator to AQMD Administrative Coordinator more accurately reflects the work performed. The proposed title change was approved by the Civil Service Commission at its May 19, 2021 meeting.

The County has fulfilled its obligations with the affected bargaining unit as required by Meyers-Milias-Brown Act (MMBA).

The current year fiscal impacts shown below reflect wages (including cost of benefits) at step 5. The annual recurring costs shown below reflect wages (including cost of benefits) of at Step 5.

Alternative Action/Motion:

Do not adopt recommendations and direct staff.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: Budget Unit 0327

current f/y cost: \$154,535

annual recurring cost: \$154,841

budget clarification: Budgeted in FY2021-22

budgeted in current f/y: Yes

if no, please describe:

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, Deputy Clerk I

Date: June 25, 2021

Final Status: Adopted

Executed Item Type: Resolution **Number:** 21-093

