



Mendocino County

Legislation Text

File #: 21-0951, Version: 1

To: Board of Supervisors

From: Human Resources

Meeting Date: August 31, 2021

Department Contact: William Schurtz

Phone: 234.6600

Department Contact: Juanie Cranmer

Phone: 234.6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Adopting the Classification and Establishing the Salary of Cannabis Program Director, Salary No. 5244 - \$109,075.20 - \$132,579.20 (approximately \$184,337 - \$224,059 including the cost of benefits), and Amending Position Allocation Table as Follows: Budget Unit 2810 - Add 1.0 FTE Cannabis Program Director

Recommended Action/Motion:

Adopt Resolution adopting the classification and establishing salary of Cannabis Program Director, Salary No. 5244 - \$109,075.20 - \$132,579.20 (approximately \$184,337 - \$224,059 including the cost of benefits), and amending Position Allocation Table as follows: Budget Unit 2810 - Add 1.0 FTE Cannabis Program Director; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On June 22, 2021, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2021-2022 Budget, Resolution Number 21-090.

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.

This request seeks Board approval of a new classification of Cannabis Program Director (proposed classification specification attached) and the allocation of one (1.0) full time equivalent (FTE) position. This request stems from the establishment of the Cannabis Program as a stand-alone department reporting directly to the Board of Supervisors. This department head classification will be at-will (exempt from Civil Service) and report to the Board of Supervisors. The County, through Human Resources, has fulfilled its obligation under Myers-Milias Brown Act (MMBA) with the affected bargaining unit.

The recommended salary range for this classification is \$109,075.20-\$132,579.20/annually. The current year fiscal impacts and annual recurring costs shown below reflect wages (including cost of benefits) at Step 5.

Alternative Action/Motion:

Do not adopt recommendations and direct staff.

How Does This Item Support the General Plan? The proposal is supportive of the delivery of programs and services to communities in an integrated, coordinated and equitable manner. This position would be supportive in the ability of the County to deliver services to the public.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: n/A

Fiscal Details:

source of funding: Budget Unit 2810

current f/y cost: \$189,588.

annual recurring cost: \$224,059.

budget clarification: The department will work with the Executive Office Budget Team if additional funding is needed.

budgeted in current f/y: No

if no, please describe:

revenue agreement: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Cherie Johnson, Deputy CEO

CEO Review: Choose an item.

CEO Comments:

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Executed By: Atlas Pearson, Deputy Clerk I

Date: August 31, 2021

Final Status:**Adopted**

Executed Item Type: **Resolution** Number: 21-126

