



# Mendocino County

## Legislation Text

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File #: 21-1209, Version: 1

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**To: Board of Supervisors**

**From: Human Resources**

**Meeting Date:** November 9, 2021

**Department Contact:** Juanie Cranmer

**Phone:** 234.6600

**Department Contact:** Cherie Johnson

**Phone:** 463.4441

**Item Type:** Consent Agenda

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

**Agenda Title:**

Adoption of Resolution Re-Establishing the Classification and Adopt Salary of Risk Manager \$89,897.60 - \$109,262.40/Annually; and Amending the Position Allocation Table as Follows: General Liability - Budget Unit 0713, Add 1.0 FTE Risk Manager; Delete 1.0 FTE Senior Risk Analyst

**Recommended Action/Motion:**

Adopt Resolution re-establishing the classification and adopt salary of Risk Manager \$89,897.60 - \$109,262.40/annually; and amending the Position Allocation Table as follows: General Liability - Budget Unit 0713, add 1.0 FTE Risk Manager; delete 1.0 FTE Senior Risk Analyst; 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.

The Risk Manager classification has not been utilized by the County since prior to 2007. Since that time, the CEO or Assistant CEO have acted in the capacity of Risk Manager, with executive level oversight of the activities of Risk Management this includes General Liability, Workers Compensation and Safety Program. It is the desire of the Executive Office to re-establish the Risk Manager (updated classification specification attached); reinstating the Risk Manager classification will allow for the delegation of management level oversight of the Risk Management activities to the Risk Manager.

The fiscal impacts of adding one full time equivalent (1.0 FTE) Risk Manager (\$89,897.60 - \$109,262.40/annually) and deleting 1.0 FTE Senior Risk Analyst (\$71,718.40- \$87,172.80/annually) shown below are calculated at Step 5, including the cost of benefits.

**Alternative Action/Motion:**

Do not adopt recommendation and direct staff.

**How Does This Item Support the General Plan?**

**Supervisory District:** All

**vote requirement:** Majority

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

**Fiscal Details:**

**source of funding:** General Liability Budget Unit 0713

**current f/y cost:** \$19,557 *Increase*

**annual recurring cost:** \$185,746

**budget clarification:** N/A

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** N/A

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

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**CEO Liaison:** Cherie Johnson, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

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Executed By: Atlas Pearson, Deputy Clerk II

Date: November 12, 2021

Final Status: **Adopted**

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