



Mendocino County

Legislation Text

File #: 18-1391, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: March 13, 2018

Department Contact: Heidi Dunham

Phone: 234-6600

Department Contact: Denise Bartolomei

Phone: 234-6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Authorizing Salary Grade Adjustments as Follows: Licensed Vocational Nurse, from Salary Grade S29D to S31A; Registered Nurse, from Salary Grade S33D to S38B; Senior Public Health Nurse, from Salary Grade S36D to S42B; and Supervising Public Health Nurse, from Salary Grade S38D to S43B; Adoption of Public Health Nurse, Salary Grade S40B; Delete Two (2) FTE Nurse Case Manager and Two (2) FTE Senior Nurse Case Manager; Add Two (2) FTE Registered Nurse and Two (2) FTE Senior Public Health Nurse; Abolish Public Health Nurse I and II, Nurse Case Assistant, Nurse Case Manager and Senior Nurse Case Manager

Recommended Action/Motion:

Adopt Resolution authorizing salary grade adjustments as follows: Licensed Vocational Nurse, from salary grade S29D to S31A; Registered Nurse, from salary grade S33D to S38B; Senior Public Health Nurse, from salary grade S36D to S42B; and Supervising Public Health Nurse, from salary grade S38D to S43B; adopt Public Health Nurse, salary grade S40B; delete two (2) FTE Nurse Case Manager and two (2) FTE Senior Nurse Case Manager; add two (2) FTE Registered Nurse and two (2) FTE Senior Public Health Nurse; abolish Public Health Nurse I and II, Nurse Case Assistant, Nurse Case Manager and Senior Nurse Case Manager; and authorize Chair to sign the same.

Previous Board/Board Committee Actions:

On June 20, 2017, the Board of Supervisors adopted 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 request for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

At the request of the Health and Human Services Agency (HHS) and the direction of the Board, Human Resources reviewed the classifications and salaries of the Nursing series due to the extreme difficulty in recruiting and retaining employees. On average, the Nursing series is approximately 30% below market. Twelve of the eighteen allocated Nursing positions (approximately 67%) are vacant.

During the review a new classification of Public Health Nurse was developed by consolidating the Public Health Nurse I and Public Health Nurse II classifications. The review also resulted in identifying redundant classifications acquired from the 2015 transition of Merit System to Civil Service. The classifications of Nurse Case Assistant, Nurse Case Manager, and Senior Nurse Case Manager are redundant in duties and pay to the Licensed Vocational Nurse, Registered Nurse, and Senior Public Health Nurse.

The Civil Service Commission approved the modifications, creation and abolishment of the above classifications on January 17, 2018. The County has fulfilled its obligation with the affected bargaining unit. The fiscal impacts below reflect approximate wages and the cost of benefits. Costs associated with this action relative to the Health and Human Services Agency are not General Fund and are allocated through federal, state and realignment funds. The Probation department will endeavor to absorb the General Fund costs associated with this action without a budget adjustment.

Alternative Action/Motion:

Direct staff to study alternatives

Supplemental Information Available Online at: N/A

Fiscal Impact:

Source of Funding: General Fund - Probation BU **Budgeted in Current F/Y:** No
2550 / Federal State, Realignment - BU 4013, 4080,
5010

Current F/Y Cost: \$1,356 / \$109,029

Annual Recurring Cost: \$5,036 /
\$404,967

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: Willetta Callaghan

Final Status: **Adopted**

Date: March 14, 2018

Executed Item No.: **Resolution** Number: 18-037

Note to Department:

Executed Documents Returned to

Department: N/A Executed Agreement Sent
to Auditor? N

