



Mendocino County

Legislation Text

File #: 18-1873, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: August 7, 2018

Department Contact: Heidi Dunham

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Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Authorizing Salary Grade Adjustments, and Title Changes in the Eligibility Worker Series as Follows: Eligibility Worker I to Eligibility Specialist I, from Salary Grade S26A to S27B; Eligibility Worker II to Eligibility Specialist II, from Salary Grade S27A to S29B; Eligibility Worker III to Eligibility Specialist III, from Salary Grade S29A to S31B; and Eligibility Supervisor to Eligibility Specialist Supervisor, Salary Grade S32A to S34B

Recommended Action/Motion:

Adopt Resolution authorizing salary grade adjustments, and title changes as follows: Eligibility Worker I to Eligibility Specialist I, from salary grade S26A to S27B; Eligibility Worker II to Eligibility Specialist II, from salary grade S27A to S29B; Eligibility Worker III to Eligibility Specialist III, from salary grade S29A to S31B; and Eligibility Supervisor to Eligibility Specialist Supervisor, salary grade S32A to S34B; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On June 19, 2018, the Board of Supervisors adopted Master Position Allocation Table for FY 2018-2019 Budget, Resolution No. 18-086.

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 Eligibility Worker series due to the extreme difficulty in recruiting and retaining employees. On average, the series is approximately 18% below market. Twenty-eight of the seventy-five allocated positions (approximately 37%) are vacant.

The Civil Service Commission approved modifications and title changes to the classifications on May 16, 2018. The County has fulfilled its obligation with the affected bargaining unit. The fiscal impact for the current budget year for the salary increase is \$523,504 if all positions are filled. The Health and Human Services

Agency budgeted these costs in anticipation of the study being complete. Below reflects 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 state and federal funds.

Alternative Action/Motion:

Direct staff to study alternatives

Supplemental Information Available Online at: N/A

Fiscal Impact:

Source of Funding: State and Federal - BU 5010 **Budgeted in Current F/Y:** Yes

Current F/Y Cost: \$523,504

Annual Recurring Cost: \$591,787

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Choose an item.

CEO Comments:



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Executed By: Meribeth Dermond Final Status: Adopted

Date: **AUGUST 7, 2018**

Executed Item Number: Resolution Item Number: 18-118