



# Mendocino County

## Legislation Text

File #: 18-1959, Version: 1

**To: Board of Supervisors**

**From:** Human Resources

**Meeting Date:** August 7, 2018

**Department Contact:** Heidi Dunham

**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 Director of Cultural Services, Department Head Association (D47D) and Amending Position Allocation Table as Follows: Budget Unit 7110, Add One (1) FTE Director Cultural Services; Delete One (1) FTE Museum Director

**Recommended Action/Motion:**

Adopt Resolution adopting the classification and establishing the salary of Director of Cultural Services, Department Head Association (D47D) and amending Position Allocation Table as follows: budget unit 7110, add one (1) FTE Director Cultural Services; delete one (1) FTE Museum Director; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On June 19, 2018, the Board of Supervisors adopted the 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 requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications and corrections.

With the formulation of the Cultural Services Department consisting of Library, Museum and Parks services, the Director Cultural Services will oversee the department with responsibility for implementing policy, developing goals and objectives, and administering the budget and overall activities of the Library, Museum and Parks. Combining the Library, Museum and Parks and the utilization of one (1) Department Head results in a savings of approximately \$95,016 annually. The Library Director position will remain on the position allocation table as unfilled and unfunded. Additionally, the costs associated with this change are reflected at Step 5 of the salary range and include the cost of benefits.

	Max Salary	Total <i>Including Cost of Benefits</i>
Director Museum	\$77,979	\$131,395

County Librarian/Library Director	\$99,528	\$167,705
Total	\$177,507	\$299,100
Director Cultural Services (Proposed)	\$121,118	\$204,084
Annual Savings	\$ 56,389	\$95,016

**Alternative Action/Motion:**

Do not adopt resolution and provide additional direction to staff.

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

**Fiscal Impact:**

**Source of Funding:** Budget Unit 80% 6110/20% 7110      **Budgeted in Current F/Y:** Yes

**Current F/Y Cost:** \$67,242/\$16,811 savings      **Annual Recurring Cost:**  
\$76,013/\$19,003 savings

**Supervisory District:** All

**Vote Requirement:** Majority

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

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**



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Executed By: Meribeth Dermond

Final Status: Adopted

Date: **AUGUST 7, 2018**

Executed Item Number: Resolution    Item Number: 18-117