



Mendocino County

Legislation Text

File #: 19-0085, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: February 26, 2019

Department Contact: Heidi Dunham

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Department Contact: Tim Mitchell

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Item Type: Regular Agenda

Time Allocated for Item: 15 min

Agenda Title:

Discussion and Possible Adoption of Resolution Amending the Position Allocation Table as Follows: Health and Human Services Agency, Social Services, Budget Unit 5010 - Delete 1.0 FTE Social Worker IV-B; Add 1.0 FTE Deputy County Counsel IV
(Sponsor: Human Resources)

Recommended Action/Motion:

Adopt Resolution amending the Position Allocation Table as follows: Health and Human Services Agency, Social Services, Budget Unit 5010 - delete 1.0 FTE Social Worker IV-B; add 1.0 FTE Deputy County Counsel IV; 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 the 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.

The Health and Human Services Agency (HHSA), in conjunction with County Counsel, is seeking the addition of a Deputy County Counsel position allocated to Social Services, Family and Children's Services (FCS) division. Social Services currently has two Deputy County Counsel positions assigned, with regular obligations including filing court petitions; when involved in court proceedings, obtaining jurisdiction, supervision over the reunification of a family, or in the alternative, seeking permanency for a child including adoption or legal guardianship; acting as the legal advisor to FCS on all pre-filing aspects of a juvenile dependency case, including emergency child abuse investigations, obtaining warrants, and the decision of whether to file a formal dependency case; and, in post-judgment scenarios, representing FCS in appellate matters relating to the case before the state and federal courts.

In order to adequately advise FCS, County Counsel attorneys must conduct legal research by interpreting and

applying state, federal, and local laws and regulations, relevant case law, and other legal sources. Currently, on a daily basis, a Deputy County Counsel provides legal advice to FCS staff on specific questions and represents FCS interests in interactions with opposing counsel, other state and local agencies, and local Indian tribes. A Deputy County Counsel is responsible for the training of FCS staff on the legal parameters of their job duties and ensuring that the policies and procedures of FCS are in compliance with state, federal, and local laws and regulations.

Having an additional position would enable placement of one deputy at the FCS office at all times to answer questions, file the petitions, and be available for additional oversight. This new position would be solely dedicated to and fully funded through HHSA. Funding for this position is provided by the State and would create no cost to the County's General Fund. In light of this, HHSA is requesting to keep the position within their Budget Unit, although it would be supervised by and report to County Counsel. By keeping this position within HHSA's allocations and not adding it to County Counsel's, if at any point it is later determined the additional Deputy County Counsel is no longer needed, HHSA would request to change the position based on their needs.

The amounts listed in the fiscal section below were calculated using Step 5 of each salary grade and include the cost of benefits. HHSA will absorb any additional costs within their existing Fiscal Year budget allocations. HHSA has identified a vacant, funded position to delete in exchange for adding the new position.

Alternative Action/Motion:

Do not adopt the Resolution and provide direction to staff.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

Source of funding: Budget Unit 5010

Current f/y cost: \$57,941 (\$21,329 Increase)

Budgeted in current f/y: No

If no, please describe: HHSA will absorb any additional costs within their existing Fiscal Year budget allocations. The department has funding available due to ongoing vacancies.

Annual recurring cost: \$188,309 (\$69,320 Increase)

Revenue agreement: N/A

Budget Clarification HHSA, Social Services, Budget Unit 5010; funded through State and Federal funds through Children's Services, Child Welfare allocation - no cost to County General Fund

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: Meribeth Dermond, Deputy Clerk II

Date: February 27, 2019

Final Status:**Adopted**

Executed Item Number: **Resolution** Item
Number: 19-035