

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**

Certified copy of portion of proceedings, Meeting of July 28, 2020

**RESOLUTION CLARIFYING HUMBOLDT COUNTY ELECTED DEPARTMENT  
HEAD COMPENSATION EFFECTIVE DATES**

**RESOLUTION NO.** \_\_\_\_\_

**WHEREAS**, pursuant to Government Code Section 25300 the Board of Supervisors shall set the salaries and terms and conditions of employment for all the elected department heads: Auditor-Controller, Assessor, Clerk-Recorder, District Attorney, Sheriff and Treasurer-Tax Collector; and

**WHEREAS**, on December 18, 2018, the Board of Supervisors adopted Resolution No. 18-137, providing for the compensation plan for elected and appointed county department heads which had an effective date of December 31, 2018; and

**WHEREAS**, on September 3, 2019, the Board of Supervisors adopted Resolution No. 19-88, amending the compensation plan for elected county department heads and placing elected county department heads on the step system in the same manner as was adopted for appointed department heads in December of 2018; and

**WHEREAS**, duly authorized representatives of the County of Humboldt and duly authorized representatives of the elected department heads met and agreed to the compensation matters set forth in Resolution No. 19-88 and as part of that process both parties intended the anniversary dates of subsequent steps increases to relate back to the effective date of Resolution No. 18-137, December 31, 2018; and

**WHEREAS**, pursuant to this prior mutual agreement, it is the intent of the Board of Supervisors to clearly specify the effective anniversary date to calculate the 26 pay period step increases began as of the December 31, 2018 date to accrue to Step B in January of 2020 and subsequent step increases for elected department heads as adopted via Resolution No. 19-88 will reflect that anniversary date as was the mutual intent and understanding of the parties.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Board of Supervisors hereby amends the language of Section 3 of Resolution. No. 19-88 to read as follows (additions in *italics*):

“3. Elected department heads employed as of December 4, 2018, will advance as follows:

a. Employees who have at least six (6) months of service with the County of Humboldt will advance from Step 1A to Step A effective the first pay period following Board adoption of the Compensation Plan. *[Adopted September 3, 2019]*

b. Employees who have not completed six (6) months of service with the County of Humboldt will advance to Step A the first pay period following completion of their first six (6) months of employment.

c. Thereafter, each such employee shall receive an automatic one-step increase up to and including Step E when their total hours in a paid status at each step equals twenty-six (26) pay periods of full-time service rendered by him/her to the County in the same class.

d. The effective dates of each step increase will be the anniversary date of such employee “*which shall begin accrual from the effective date of December 31, 2018 if employed as of December 4, 2018.*”

