



COUNTY OF HUMBOLDT

For the meeting of: 6/3/2025

File #: 25-721

To: Board of Supervisors

From: DHHS: Administration

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Authorize a Temporary Increase in Pay for Melody Soper, Social Worker IV-D, Pursuant to Section 12.4.1 of the American Federation of State, County and Municipal Employees (AFSCME) Memorandum of Understanding (MOU)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize a temporary increase in pay for Social Worker IV-D, Melody Soper (class 0707D, salary range 494, position 66) as though promoted to Social Worker Supervisor II (class 0714, salary range 514) beginning May 24, 2025, and continuing until the position is filled.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

The current Social Worker Supervisor II position is vacant. On April 28, 2025, Melody Soper assumed the principal duties of the Social Worker Supervisor II in accordance with Section 12.4.1 of the AFSCME MOU for a total of 20 consecutive workdays, which ends May 23, 2025. The Department of Health and Human Services (DHHS) is requesting the Board of Supervisor approve continuance of the acting supervisor salary until the position is filled.

SOURCE OF FUNDING:

Social Services Fund 1160, Child Welfare Services

FINANCIAL IMPACT:

<i>Expenditures (1160,508)</i>	FY24-25	FY25-26 Projected*
<i>Budgeted Expenses</i>	\$571	\$1,712
<i>Total Expenditures</i>	\$571	\$1,712

**Projected amounts are estimates and are subject to change.*

<i>Funding Sources (1160,508)</i>	FY24-25	FY25-26 Projected*
<i>State/Federal Funds</i>	\$571	\$1,712

Total Funding Sources	\$571	\$1,712
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**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

Support for the out of class assignment of Social Worker IV-D to Supervising Social Worker II is anticipated to cost an additional amount of \$286 in salaries and benefits per pay period. The expenditures for fiscal year (FY) 2024/25 is anticipated to be \$571. The continued assignment in FY 2025/26 is anticipated to cost \$1,712 for an additional 6 pay periods. The approved budget for FY 2024/25 has salary savings available to support the out of class assignment. The proposed budget for FY 2025/26 will be supported through anticipated salary savings. Child Welfare Services are supported through Federal, State and Realignment funds.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

Approval of the temporary assignment of Supervising Social Worker II will allow for continued workflow and oversight.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The board could choose not to authorize the temporary increase in pay. However, this is not recommended as it would have a negative impact on the ability of DHHS to meet the needs of our community members.

ATTACHMENTS:

Acting Supervisor Memo

PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A