



COUNTY OF HUMBOLDT

For the meeting of: 1/27/2026

File #: 25-1439

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Reclassification of Public Health Nutrition Aides to Community Health Outreach Worker I/II's

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the reallocation of 5.83 full time equivalent (FTE) Nutrition Aide positions (classification #1581, five 1.0 FTE positions and one 0.83 FTE position #01, 02, 03, 06, 08 and 09, salary range 356) in Budget Unit (BU) 415, to 5.83 FTE Community Health Outreach Worker I/II (classification #0511A/B, five 1.0 FTE positions #01, 02, 03, 04, 05 and one 0.83 FTE position #06, salary range 366/394) in BU 415, effective the pay period following Board approval; and
2. Reclassify Amber Moses, Peter Coolidge, Mai Xiong, Julie Cruz and Emily Buckwalter from a 1.0 FTE Nutrition Aide (classification #1581, positions #01, 02, 03, 08 and 09, salary range 356) in BU 415, to a 1.0 FTE Community Health Outreach Worker I (classification #0511A, positions #01, 02, 03, 04, 05, salary range 366) in BU 415; reclassify Julia Owens .83 FTE Nutrition Aide (classification #1581, position 06, salary range 356) in BU 415, to a .83 FTE Community Health Outreach Worker I (classification #0511A, position 06, salary range 366) in BU 415; effective the pay period following Board approval; and
3. Approve the appointments of Cerelia Barbato and Faith Moore who are currently Extra Help Nutrition Aides (classification #1581, positions #X1, X1, salary range 356) in BU 415, to Community Health Outreach Worker I (classification #0511A, positions #X1, X1, salary range 366) assignments at Step 1A in BU 415, effective the pay period following Board approval; and
4. Approve the appointment of Lindsey Reyna-Sanchez, who is currently an Extra Help Nutrition Aide (classification #1581, positions #X1, salary range 356) in BU 415, to Community Health Outreach Worker I (classification #0511A, positions #X1, salary range 366) assignment at Step C in BU 415, effective the pay period following Board approval; and
5. Abolish the Nutrition Aide job classification (classification #1581) from the county's Classification Plan effective Feb. 1, 2026.; and
6. Adopt the Compensation Schedule (Attachment 1) effective Feb. 1, 2026.; and
7. Adopt the Resolution (Attachment 2) approving the amendment of the 2024-2026 Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees.

STRATEGIC PLAN:

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

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3001 - Support a well-trained workforce

DISCUSSION:

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The County of Humboldt Human Resources Department performed a classification study with the goal of determining whether Nutrition Aides in BU 415 should instead be classified as Community Health Outreach Worker I/IIs. Upon review, Human Resources determined that because of an expanded delivery model needed to meet the needs of clients of the program, the Nutrition Aides providing these services would be more appropriately classified as Community Health Outreach Worker I/IIs in order to provide services to clients outside of the clinic setting.

SOURCE OF FUNDING:

Public Health Fund (1175), Women Infants and Children (415)

FINANCIAL IMPACT:

Expenditures (1175, 415)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
Budgeted Expenses	\$1,342,716.00	\$1,314,936.00	\$1,314,936.00
Increase in salary	\$89,249.00	\$93,711.00	\$93,711.00
Total Expenditures	\$1,431,965.00	\$1,408,647.00	\$1,408,647.00

*Projected amounts are estimates and are subject to change.

Funding Sources (1175, 415)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
State/Federal Funds	\$1,342,716.00	\$1,408,647.00	\$1,408,647.00
Total Funding Sources	\$1,431,965.00	\$1,408,647.00	\$1,408,647.00

*Projected amounts are estimates and are subject to change.

Narrative Explanation of Financial Impact:

Approval of the recommended reallocations will allow DHHS - Public Health to increase Salaries and Benefits in the Women Infants and Children (WIC) program budget for FY 2025-26 by an estimated \$89,248.50. Funding in the amount of \$1,342,716.00 was included in the proposed county budget for FY 2025-26. The remaining \$89,248.50 will be offset by a slight reduction in staffing and an increase in the FY 2025-26 state grant allocation. There is no impact to the county General Fund.

STAFFING IMPACT:

Position Title	Position Control Number	Monthly Salary Range (1A-E Step)	Additions (Number)	Deletions (Number)
Nutrition Aide	4151581 - 01, 02, 03, 06, 08, 09 (X1,X2,X3)	\$17.82 - \$22.86		6 (5.83 FTE)
Community Health Outreach Worker I/II	4150511A/B - 01, 02, 03, 04, 05, 06 (X1,X2,X3)	\$18.73 - \$27.63	6 (5.83 FTE)	

Narrative Explanation of Staffing Impact:

The staff, services, and clients of the Public Health branch will be positively impacted if the Board of Supervisors approves this item. Having the incumbents reclassified will allow services to be expanded outside the clinical setting.

OTHER AGENCY INVOLVEMENT:

AFSCME

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could decide not to approve this reclassification, however that is not recommended as the current Nutrition Aides in the Public Health branch will not be able to perform the duties needed to carry out the expanded delivery service model Public Health will be implementing if they are not reclassified to Community Health Outreach Worker I/IIs.

ATTACHMENTS:

Attachment 1 - 2026-02-01 Compensation Schedule

Attachment 2 - Resolution

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PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A