



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-9

For the meeting of: April 26, 2016

Date: April 1, 2016

To: Board of Supervisors

From: Connie Beck, Director *CB*
Department of Health and Human Services

Subject: Authorize Temporary Increase in pay for Kathryn Dawkins, Supervising Psychiatric Nurse pursuant to Article 12.4.1 of the AFSCME Memorandum of Understanding (MOU)

RECOMMENDATION(S):

That the Board of Supervisors:

1. It is recommended that the Board of Supervisors authorize temporary increase in pay for Supervising Psychiatric Nurse, Kathryn Dawkins, (Class 0920, Range 462) as though promoted to Assistant Director of Psychiatric Nursing (Class 0922, Range 482) beginning May 8, 2016 and continuing until the incumbent returns to the position.

SOURCE OF FUNDING:

Mental Health Fund

DISCUSSION:

The current Assistant Director of Psychiatric Nursing assigned has been on approved leave since January 23, 2016. On April 10, 2016 Ms. Dawkins assumed the principle duties of the Assistant Director of Psychiatric Nursing in accordance with Section 12.4.1 of the AFSCME Memorandum of Understanding for a total of 20 consecutive work days; which ends May 7, 2016. The Department of Health and Human

Prepared by Yvonne Winter, Deputy Director - ES

CAO Approval *[Signature]*

REVIEW:

Auditor *MSM* County Counsel _____ Personnel *[Signature]* Risk Manager _____ Other _____

TYPE OF ITEM:

Consent
 Departmental
 Public Hearing
 Other

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Fennell* Seconded by Supervisor *Sundberg*
Ayes *Sundberg, Fennell, Lovelace, Bohn, Bass*
Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *April 26, 2016*
By: *[Signature]*
Kathy Hayes, Clerk of the Board

Services is requesting that the Board of Supervisors approve continuance of the acting supervisor salary until the incumbent returns.

FINANCIAL IMPACT:

The temporary assignment of 1.0 FTE Supervising Psychiatric Nurse to 1.0 FTE Assistant Director of Psychiatric Nursing is calculated to cost \$429.74 for salary and benefits per pay period, not to exceed One Thousand Two Hundred Ninety Dollars (\$1,290.00) for FY 2015-16. This additional expenditure will be reimbursed through Federal Financial Participation for service delivery to Medi-Cal beneficiaries, Mental Health Services Act and Behavioral Health Realignment.

Approving this recommendation will support the Board's Strategic Framework by providing and maintaining infrastructure and by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

None are recommended

ATTACHMENTS:

Assignment of Supervisor Duties 12.4.1



Administration
Connie Beck, Director
507 F Street, Eureka, CA 95501
phone: (707) 441-5400 | fax: (707) 441-5412

Date: March 29, 2016
To: Kathy Dawkins, Supervising Psychiatric Nurse
From: Connie Beck, Director
RE: Assignment of Supervisor's Duties

In accordance with Section 12.4.1 of the MOU, I am assigning you the principal duties of an Assistant Director of Psychiatric Nursing as the current Assistant Director of Psychiatric Nursing is on an approved leave of absence. This assignment is effective April 10, 2016 and ending May 7, 2016; a period of 20 work days.

During this time, you will be compensated at the rate you would receive were you promoted to the Assistant Director of Psychiatric Nursing class. Should the assignment continue beyond 20 consecutive workdays, a request will be made to the Board of Supervisors to extend your additional compensation until the current Assistant of Psychiatric Nursing returns from approved leave.

I appreciate your willingness to assume this role and encourage you to contact me should you have any questions or concerns throughout this assignment.

Connie Beck, Director

Dan Fulks, Human Resources Director



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