

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**  
Certified copy of portion of proceedings, Meeting of September 3, 2019

RESOLUTION NO. 19-88

**RESOLUTION SETTING HUMBOLDT COUNTY ELECTED DEPARTMENT HEAD COMPENSATION**

**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; and

**WHEREAS**, duly authorized representatives of the County of Humboldt and duly authorized representatives of the elected department heads have met and agreed to the compensation matters set forth in this resolution; and

**WHEREAS**, pursuant to mutual agreement, it is the intent of the Board of Supervisors to provide compensation for the elected department heads as set forth in the range and step plan detailed herein and to supersede the compensation provisions related to elected department heads enacted via Resolution No. 18-137.

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

1. The Board of Supervisors hereby establishes the following weekly hours and salary range and step compensation plan for elected department heads:

Class Description	Hours	Step 1A	Step A	Step B	Step C	Step D	Step E
Assessor	40	\$63.85	\$65.44	\$67.08	\$68.76	\$70.47	\$72.24
Recorder	40	\$63.85	\$65.44	\$67.08	\$68.76	\$70.47	\$72.24
Auditor/Controller	40	\$63.85	\$65.44	\$67.08	\$68.76	\$70.47	\$72.24
Treasurer/Tax Colle	40	\$67.01	\$68.68	\$70.40	\$72.16	\$73.96	\$75.81
District Attorney	40	\$89.00	\$91.22	\$93.50	\$95.84	\$98.23	\$100.69
Sheriff	40	\$92.36	\$94.67	\$97.04	\$99.47	\$101.95	\$104.50

2. Salary advancements for personnel who are on a range and step compensation plan are predicated on length of service as follows:
  - a. All such employees shall receive an automatic increase of one (1) step on the first day of the pay period following the date that the employee's total actual hours in paid status equals thirteen (13) pay periods of full-time service rendered by him/her to the County in the same class.

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- b. 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.
    - c. The effective dates of each step increase will be the anniversary date of such employee.
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.
  - 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.
4. The section of the Compensation Plan adopted via Resolution 18-137 entitled "Compensation for Elected Department Heads" is superseded by the provisions of this Resolution as of the effective date, including the provision related to a 2% raise effective December 31, 2019. This action does not affect any raises that took effect prior to adoption of this Resolution.
5. Notwithstanding this action, Elected Department Heads will continue to receive all other eligible benefits included in the Compensation Plan adopted via Resolution 18-137.
6. The Humboldt County Salary Resolution (Resolution No. 82-170 and all amendments thereto) is hereby amended in the manner necessary to implement the provisions of this resolution.
7. This resolution shall become effective upon Board adoption September 3, 2019.

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Dated: September 3, 2019

  
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Rex Bohn, Chair  
Humboldt County Board of Supervisors


Adopted on motion by Supervisor Wilson, seconded by Supervisor Bass, and the following vote:

AYES:	Supervisors	Bohn, Fennell, Wilson, Bass, Madrone
NAYS:	Supervisors	--
ABSENT:	Supervisors	--
ABSTAIN:	Supervisors	--

STATE OF CALIFORNIA )  
County of Humboldt )

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be an original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

  
\_\_\_\_\_  
Ryan Sharp  
Deputy Clerk of the Board of Supervisors of  
the County of Humboldt, State of California