



COUNTY OF HUMBOLDT

For the meeting of: 1/5/2021

File #: 21-42

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

SUBJECT:

Amendment of the Classification Plan and Associated Resolutions to Comply with January 1, 2021 State Minimum Wage Requirements

RECOMMENDATION(S):

That the Board of Supervisors:

1. Assign the following classifications to the following wage ranges effective December 27, 2020:

- Assign Assessment Technician I - 40 hour (0172A) from salary range 305 to 308;
- Assign Child Care Worker - 40 hour (1732) from salary range 299 to 308;
- Assign Child Support Assistant I - 40 hour (0366A) from salary range 296 to 308;
- Assign Custodian - 40 hour (0276) from salary range 296 to 308;
- Assign Election Worker - 40 hour (0191) from salary range 296 to 308;
- Assign Election Worker Rover - 40 hour (0192) from salary range 296 to 308;
- Assign Fiscal Assistant I - 40 hour (0177A) from salary range 305 to 308
- Assign Laboratory Assistant I - 40 hour (1571A) from salary range 303 to 308;
- Assign Laborer - 40 hour (0266) from salary range 296 to 308;
- Assign Legal Clerk I - 40 hour (0351A) from salary range 300 to 308;
- Assign Legal Office Assistant I - 40 hour (0178A) from salary range 300 to 308;
- Assign Mail Services Driver - 40 hour (class 0162) from salary range 306 to 308;
- Assign Medical Clinic Assistant I - 40 hour (0513A) from salary range 296 to 308;
- Assign Medical Clinic Assistant II - 40 hour (0513B) from salary range 302 to 308;
- Assign Medical Office Assistant I - 40 hour (0574A) from salary range 307 to 308;
- Assign Mental Health Cook's Aide - 40 hour (0435) from salary range 296 to 308;
- Assign Office Assistant I - 40 hour (0179A) from salary range 296 to 308;
- Assign Office Assistant II - 40 hour (0179B) from salary range 307 to 308;
- Assign Parent Partner I - 40 hour (0578A) from salary range 296 to 308;
- Assign Parent Partner II - 40 hour (0578B) from salary range 301 to 308;
- Assign Peer Coach I - 40 hour (0576A) from salary range 296 to 308
- Assign Peer Coach II - 40 hour (0576B) from salary range 301 to 308;

- Assign Services Support Assistant I - 40 hour (1137A) from salary range 296 to 308;
 - Assign Stock Clerk - 40 hour (1733) from salary range 296 to 308;
 - Assign Vocational Assistant - 40 hour (0742) from salary range 299 to 308;
 - Assign Vocational Assistant Trainee - 40 hour (0742U) from salary range 296 to 308;
 - Assign Laboratory Assistant I - 37.5 hour (0571A) from salary range 289 to 295;
 - Assign Legal Office Assistant I - 37.5 hour (0153A) from salary range 287 to 295;
 - Assign Library Assistant I - 37.5 hour (0157A) from salary range 283 to 295;
 - Assign Medical Office Assistant I - 37.5 hour (class 0570A) from salary range 294 to 295;
 - Assign Office Assistant I - 37.5 hour (class 0180A) from salary range 283 to 295;
 - Assign Office Assistant II - 37.5 hour (class 0180B) from salary range 294 to 295;
2. Delete the following classifications from the classification plan:
- Homemaker - 40 hour (0739)
 - Microfilm Technician I/II - 40 hour (0176)
 - Legal Services Assistant I/II - 40 hour (class 0106)
 - Legal Services Assistant III - 40 hour (class 0357)
 - Library Materials Mender - 40 hour (0152)
 - Mental Health Aide - 40 hour (0906)
 - Office Assistant I/II - M&C (0169)
 - Office Maintenance Worker - 40 hour (0159)
 - Reprographics Technician I/II - 40 hour (0160)
 - Revenue Recovery Technician I/II - 40 hour (1198)
 - Child Care Worker - 37.5 hour (0732)
 - Fiscal Assistant I/II - 37.5 hour (0148)
 - Legal Clerk I/II - 37.5 hour (0350)
 - Service Support Assistant I/II - 37.5 hour (0137);
3. Adopt Resolution No. _____ (attached) approving the amendment to the Memorandum of Understanding (MOU) between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME) Local 1864 for Units 1-4; and
4. Adopt Resolution No. _____ (attached) approving the amendment to the Compensation Plan between the County of Humboldt and designated Management & Confidential Employees for Units 8 & 9.

SOURCE OF FUNDING:

Various Funds

DISCUSSION:

Effective January 1, 2021, the California state minimum wage will increase from \$13 per hour to \$14 per hour. An analysis of our current compensation plan indicates forty-nine (49) classifications that are impacted by new minimum wage effective January 1, 2021. Classifications with wage rates below minimum wage must be reassigned to a wage range with Step 1A at minimum wage or above. Compaction issues that are created as a result of these changes will be addressed during the labor

negotiations process. Due to limitations in the county payroll systems ability to pay at different wage rates within the same pay period, the changes recommended above must take effect on December 27, 2020 as this is the first day of the pay period that encompasses January 1, 2021.

In addition to the reassignment of classifications to address minimum wage, Human Resources found during the analysis that there were several classifications that were no longer in use and could be deleted from the classification plan. Human Resources has contacted the appropriate departments and has confirmed that the classifications indicated for deletion will no longer be used.

FINANCIAL IMPACT:

The State minimum wage increase is effective January 1, 2021. The estimated cost for FY 2020-2021 from January 1, 2021 through June 30, 2021, will be approximately \$114,000. This cost will be borne by the impacted budget units containing those classifications.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees [Click here to type another item\(s\) from the Strategic Framework, or leave as a period.](#)

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the request to reassign the positions as recommended. However, this is not recommended as the county will be in violation of the labor agreement.

ATTACHMENTS:

1. Resolution No. _____ (AFSCME)
2. Resolution No. _____ (M&C)
3. January 1, 2020 AFSCME Salary Range and Classification Plan Proposal

PREVIOUS ACTION/REFERRAL:

Board Order No.: 19-78

Meeting of: August 20, 2019

File No.: 19-1197