



COUNTY OF HUMBOLDT

For the meeting of: 5/12/2026

File #: 26-384

To: Board of Supervisors

From: DHHS: Behavioral Health

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Resolution Adopting a One-time Workforce Education and Training Funded Retention Bonus for Permanent Staff in Identified Job Classifications Assigned to the Department of Health and Human Services - Behavioral Health Branch

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution authorizing the Department of Health & Human Services (DHHS) - Behavioral Health Branch to provide a list to the California Mental Health Services Authority (CalMHSA) authorizing Workforce Education and Training (WET) funding for a one-time retention bonus for staff assigned to DHHS Behavioral Health that hold permanent status in the classifications listed below:
 - a. Behavioral Health Case Manager I (classification 0907A, salary range 386)
 - b. Child Care Worker (classification 1732, salary range 346)
 - c. Discharge Planner (classification 0903, salary range 385)
 - d. Mental Health Cook (classification 0434, salary range 366)
 - e. Mental Health Maintenance Custodian (classification 0269, salary range 346)
 - f. Mental Health Worker I/II (classification 0911A/B, salary range 348/358)
 - g. Medical Office Assistant I/II (classification 0574A/B, salary range 346/366)
 - h. Parent Partner I/II/III (classification 0578A/B/C, salary range 346/366/386)
 - i. Peer Coach I/II/III (classification 0576A/B/C, salary range 346/366/386)
 - j. Senior Mental Health Maintenance Custodian (classification 0270, salary range 375)
 - k. Senior Medical Office Assistant (classification 0575, salary range 386)
 - l. Senior Mental Health Worker (classification 0919, salary range 381)

STRATEGIC PLAN:

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

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3003 - Enhance employee recruitment and retention

DISCUSSION:

The DHHS - Behavioral Health Branch wishes to adopt a resolution authorizing a one-time WET retention bonus via its Regional Partnership Funds to support and retain existing staff working in critical behavioral health roles across its system of care.

Bonus amounts will be pro-rated based on an employee's full-time equivalent (FTE) status to ensure equitable distribution across

part-time and full-time staff. Staff in a 1.0 FTE will receive a one-time bonus in the amount of \$2,222.00. This bonus is intended to recognize and invest in staff who are currently serving in essential positions that support client care, recovery and daily operations.

To qualify, employees must meet each of the following criteria:

1. They must hold permanent status in a position in budget unit 424, 425, or 431 assigned to DHHS - Behavioral Health.
2. They must be in one of the following classifications at or below salary range 386, and that provides direct services to BH recipients:
 - Behavioral Health Case Manager I
 - Child Care Worker
 - Discharge Planner
 - Mental Health Cook
 - Mental Health Maintenance Custodian and Senior Mental Health Maintenance Custodian
 - Mental Health Worker I/II and Senior Mental Health Worker
 - Medical Office Assistant I/II and Senior Medical Office Assistant
 - Parent Partner I/II/III
 - Peer Coach I/II/III

This bonus is not tied to future employment obligations but rather reflects DHHS - Behavioral Health’s commitment to supporting and recognizing its existing workforce.

If approved by the Board, DHHS - Behavioral Health shall furnish a list of eligible staff and their incentive amount to CalMHSA for issuance of the one-time retention bonus directly to each eligible staff member. Eligible staff shall be provided an online link to submit all required paperwork directly to CalMHSA, including an agreement form and W-9 form. CalMHSA shall issue the one-time retention bonus and a 1099 tax form to eligible staff upon receipt of all required paperwork. The one-time bonus shall not be taxed at the time of issuance, and it shall be the responsibility of eligible taxpayer to claim the one-time bonus as income subject to taxes when filing their 2026 tax returns.

SOURCE OF FUNDING:

Behavioral Health MHSA funding (1170 477)

FINANCIAL IMPACT:

Expenditures (1170,477)	FY25-26
Budgeted Expenses	<u>\$132,209.00</u>
Additional Appropriation Requested	
Total Expenditures	<u>\$132,209.00</u>

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

Funding Sources (1170, 477)	FY25-26
General Fund	
State/Federal Funds	\$132,209.00
Total Funding Sources	\$132,209.00

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

Narrative Explanation of Financial Impact:

Funding for the attached WET incentive retention bonuses is included in the contract with CalMHSA serving as the Fiscal and Administrative Agent for the Superior Regional Partnership - Office of Statewide Health Planning and Development (OSHPD) WET Grant where DHHS - Behavioral Health received matching funds in a previous fiscal year and distributed to CalMHSA to administer this retention program. The deadline to utilize these funds is June 30, 2026. Expenditure appropriations associated with this agreement have been included in the approved Fiscal Year 2025-26 budget for DHHS - Behavioral Health budget unit 1170-477. As a result, acceptance of the WET Incentive plan will not impact the Humboldt County General Fund.

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STAFFING IMPACT:

There is no impact to the total number of positions, however, approval of this one-time retention bonus is anticipated to improve morale and retention in DHHS - Behavioral Health.

OTHER AGENCY INVOLVEMENT:

California Mental Health Services Authority
AFSCME 1684

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to adopt the attached resolution authorizing a one-time WET funded retention bonus for permanent staff in eligible classifications assigned to DHHS - Behavioral Health. However, this alternative is not recommended, as the opportunity to utilize identified WET funding to increase staff morale and retention shall expire on June 30, 2026.

ATTACHMENTS:

Attachment 1 - Resolution

PREVIOUS ACTION/REFERRAL:

Meeting of: None.
File No.: None.