



COUNTY OF HUMBOLDT

For the meeting of: 9/3/2019

File #: 19-1270

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

SUBJECT:

Adoption of Amended Compensation for Elected Department Heads Effective the First Pay Period Following Board Adoption

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt Resolution No. _____(attached) approving amended compensation for Elected Department Heads, effective the first pay period following Board adoption.

SOURCE OF FUNDING:

All County funds

DISCUSSION:

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. Duly authorized representatives of the County of Humboldt and duly authorized representatives of the Elected Department Heads have met and agreed to the amended compensation set forth below for the County 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 Collector | 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 |

1. 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.
- 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.

2. 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.

Approval of the attached resolution with adopt these compensation changes and supersede the terms in Resolution 18-137 related to compensation for Elected Department Heads.

FINANCIAL IMPACT:

Estimated amended pay increase to all county funds for year one will be approximately \$5,123.68. All Elected Department Heads will be placed/paid at "Step A" effective the first pay period following the Boards adoption of the amended compensation as outlined in the Resolution.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to not adopt the proposed amended compensation for Elected Heads; however, this is not recommended.

ATTACHMENTS:

1. Resolution No. _____ approving amended compensation for Elected Heads

PREVIOUS ACTION/REFERRAL:

Board Order No.: 18-1651

Meeting of: December 18, 2018