

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**

Certified copy of portion of proceedings, Meeting of July 11, 2023

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE HUMBOLDT COUNTY BOARD OF SUPERVISORS  
IMPLEMENTING SALARY INCREASES AND NEW JOB SPECIFICATIONS FOR CERTAIN  
CLASSIFICATIONS IN THE AMERICAN FEDERATION OF STATE, COUNTY, AND  
MUNICIPAL EMPLOYEES LOCAL 1684 REPRESENTATION UNITS 1 – 4 AND ADOPTING  
THE COMPREHENSIVE COMPENSATION SCHEDULE**

**WHEREAS**, the Board of Supervisors of the County of Humboldt (County) is authorized by the provisions of Section 25300 of the Government Code of the State of California to provide for the number, compensation, tenure, appointment and conditions of employment of County employees by resolution; and

**WHEREAS**, on January 4, 2022, the Board of Supervisors adopted Resolution No. 22-12, providing for the implementation of the 2022-2024 Memorandum of Understanding for the American Federation of State, County & Municipal Employees, Local 1684 Representation Units 1 – 4; and

**WHEREAS**, the Board of Supervisors intends to amend the 2022-2024 Memorandum of Understanding for the American Federation of State, County & Municipal Employees, Local 1684 Representation Units 1 – 4; and

**WHEREAS**, California Employees Retirement System (CalPERS) requires all government agencies to provide and make available to the public the salary of all full-time, part-time employees and Elected Officials in a single salary format specified by CalPERS.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS:**

1. Adopt the new job specification of Revenue and Tax Technician (class # 1126, salary range 393) into the classification plan effective the pay period following board approval;
2. Adopt the new job specification of Senior Revenue and Tax Technician (class # 1136, salary range 413) into the classification plan effective the pay period following board approval;
3. Adopt the new job classification of Senior Revenue and Tax Technician (class # 1136, salary range 413) into the classification plan effective the pay period following board approval;
4. Adopt the new job classification of Revenue and Tax Manager (class # 1146, salary range 482) into the classification plan effective the pay period following board approval;
5. Approve the reallocation of 4.0 full-time equivalent (FTE) Treasury & Tax Assistant I/II's (class # 0170A/B, salary range 336/354) in Fund 1100, budget unit (BU) 112, Treasurer-Tax Collector, to 4.0 FTE Revenue and Tax Technicians (class # 1126, salary range 393) effective the pay period following board approval;
6. Reclassify Michale Hale from 1.0 FTE Treasury & Tax Assistant II (class # 0170B, salary range 354) in Fund 1100, budget unit (BU) 112, Treasurer-Tax Collector, to 1.0 FTE Revenue and Tax Technician (class # 1126, salary range 393) effective the pay period following board approval;
7. Reclassify Benjamin Brown, Charlotte Dodson, Jamee Spellenberg, and Brenda Webster from extra help Treasury & Tax Assistant IIs (class # 0170B, salary range 354) in Fund 1100, budget unit (BU) 112, Treasurer-Tax Collector, to extra help Revenue and Tax Technicians (class # 1126, salary range 393) effective the pay period following board approval;
8. Approve the reallocation of 1.0 FTE Senior Treasury & Tax Assistant (class # 0679, salary range 388) in Fund 1100, BU 112, Treasurer-Tax Collector, to 1.0 FTE Senior Revenue and Tax Technician (class # 1136, salary range 413) effective the pay period following board approval;
9. Approve the reallocation of 1.0 FTE Revenue Recovery Officer I/II (class # 1197A/B, salary range

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- 350/378) in Fund 1100, BU 114, Revenue Recovery, to 1.0 FTE Revenue and Tax Technician (class # 1126, salary range 393) effective the pay period following board approval;
10. Reclassify Mark Howell from 1.0 FTE Revenue Recovery Officer II (class # 1197B, salary range 378) in Fund 1100, budget unit (BU) 114, Treasurer-Tax Collector, to 1.0 FTE Revenue and Tax Technician (class # 1126, salary range 393) effective the pay period following board approval;
11. Reclassify Sara Mosher from extra help Revenue Recovery Officer II (class # 1197B, salary range 378) in Fund 1100, budget unit (BU) 114, Treasurer-Tax Collector, to extra help Revenue and Tax Technician (class # 1126, salary range 393) effective the pay period following board approval;
12. Approve the reallocation of 1.0 FTE Senior Revenue Recovery Officer (class # 1199, salary range 403) in Fund 1100, BU 114, Revenue Recovery, to 1.0 FTE Senior Revenue and Tax Technician (class # 1136, salary range 413) effective the pay period following board approval;
13. Reclassify Kathryn Melia from 1.0 FTE Senior Revenue Recovery Officer (class # 1199, salary range 403) in Fund 1100, BU 114, Revenue Recovery, to 1.0 FTE Senior Revenue and Tax Technician (class # 1136, salary range 413) effective the pay period following board approval;
7. Abolish the classifications of Treasury and Tax Assistant I/II, Senior Treasury and Tax Assistant, and Revenue Recovery Officer I/II from the classification plan effective the pay period following board approval;
16. Abolish the classifications of Treasury and Tax Assistant I/II (class # 0170A/B), Senior Treasury and Tax Assistant (class # 0679), and Revenue Recovery Officer I/II (class #1197A/B) from the classification plan effective the pay period following board approval;
17. Approve an advanced step placement for Michale Hale and Mark Howell as Revenue and Tax Technicians, Step E, effective the pay period following board approval;
18. Adopt the Comprehensive Compensation Schedule and Classification Summary effective July 23, 2023 (Attachment 3).

Dated: July 11, 2023

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Steve Madrone, Chair of the Board  
Humboldt County Board of Supervisors

Adopted on motion by Supervisor, Seconded by Supervisor, and the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

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. KATHY HAYES Clerk of the Board of Supervisors of the County of Humboldt, State of California.