



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-12

For the meeting of: June 14, 2016

Date: May 2, 2016
To: Board of Supervisor
From: Daniel Fulks, Director of Human Resources *DF*
Subject: Compensation Adjustment for Agricultural Commissioner

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve a 10% increase in base pay for the position of Agricultural Commissioner/Sealer of Weights and Measures (class 0824) for services provided under contract to both Trinity and Del Norte Counties, effective at the beginning of the next pay period following approval;
2. End the additional compensation of 5% previously approved for providing services to Trinity County; and
3. Adopt Resolution No. 16-107 amending Attachment 1 of the Compensation Plan for Appointed and Elected Department Heads.

SOURCE OF FUNDING: General Fund

DISCUSSION:

The Board has adopted a Compensation Plan for Management and Confidential Employees and Appointed and Elected Department Heads. The Compensation Plan for Appointed and Elected Department Heads, Exhibit B, provides a process for evaluating additional compensation for department heads based on changes in responsibility.

Prepared by Daniel Fulks

CAO Approval *Cheyly O'Neil*

REVIEW: Auditor *MSM* County Counsel *JS* Human Resources *DF* Risk Manager _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Fennell*
Seconded by Supervisor *Sundberg*
And unanimously carried by those members present,
The Board hereby adopts the recommended action
contained in this report.

PREVIOUS ACTION/REFERRAL:

Board Order No. C-5 C-7
Meeting of: 11-13-12 12-10-13

Dated: *June 14, 2016*
Kathy Hayes, Clerk of the Board
By: *Lee Shuckell*

Pursuant to the language in the Compensation Plan regarding increased responsibilities, Agricultural Commissioner Jeff Dolf requested consideration for an additional 5% in compensation for taking on additional duties for Del Norte County effective April 26, 2016, and previously on July 21, 2015. This occurred pursuant to your Board's action for authorizing a Memorandum of Understanding (MOU) with Del Norte County for Agricultural Commissioner/Sealer of Weight and Measures services.

Background on this action, on June 23, 2015 the Board approved a contract with Trinity County for Agricultural Commissioner/Sealer of Weight and Measures services. This contract is set to expire on June 30, 2016 and Trinity County has expressed interest in a new contract. Agricultural Commissioner Jeff Dolf requested an additional 5% in compensation for taking on the additional duties for Trinity County services which was approved by your Board on June 23, 2015. This instant request for additional compensation relative to services provided to Del Norte County was evaluated by the County Administrative Officer and the Human Resources Director and additional compensation of 5% (totaling 10% for both Trinity County and Del Norte County, discontinue the previous Section 7 wage adjustment) percent is recommended. To effectuate this, a resolution amending the compensation plan is necessary. Such a resolution is attached for the Board's consideration.

FINANCIAL IMPACT:

The monthly salary increase is \$942.60. Total annual cost including benefits would be approximately \$15,210.

The contract with Del Norte County for Agricultural Commissioner/Sealer of Weight and Measures services provides a monthly fee of \$2,800 payable to the County of Humboldt.

This action supports your Board's strategic framework by investing in County employees and building interjurisdictional and regional cooperation.

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could decline to provide additional compensation for the position of Agricultural Commissioner. This alternative is not recommended as the past practice of the County has been to provide increased compensation to reward/incentivize staff when assuming additional responsibilities and associated extensive travel.

ATTACHMENTS:

Resolution No. _____ amending Attachment 1 of Exhibit B – Compensation Plan for Appointed and Elected Department Heads
Attachment 1 – Monthly Salaries for Appointed Department Heads

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA

Certified copy of portion of proceedings, Meeting of June 14, 2016

RESOLUTION NO. 16-67

**RESOLUTION OF THE HUMBOLDT COUNTY BOARD OF SUPERVISORS AMENDING
RESOLUTION NO. 16-10, (2015-2016 AND 2016-2017 COMPENSATION PLANS FOR
MANAGEMENT AND CONFIDENTIAL EMPLOYEES AND FOR ELECTED AND
APPOINTED COUNTY DEPARTMENT HEADS)**

WHEREAS, the Board of Supervisors of the County of Humboldt 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 19, 2016, the Board of Supervisors adopted Resolution No. 16-10, providing for the compensation plans for management and confidential employees and for elected and appointed department heads; and

WHEREAS, the Board of Supervisors desires to amend Resolution No. 16-10 to provide additional compensation.

NOW, THEREFORE, BE IT RESOLVED that:

1. Attachment 1 to Exhibit B of Resolution 16-10 is hereby amended to read as shown on the attached sheet.
2. This resolution shall become effective upon adoption by the Board of Supervisors and includes the dates of implementation stated herein.

Dated: June 14, 2016



MARK LOVELACE, Chair
Humboldt County Board of Supervisors

Adopted on motion by Supervisor Fennell, seconded by Supervisor Sundberg, and the following vote:

AYES:	Supervisors	Sundberg, Fennell, Lovelace, Bohn
NAYS:	Supervisors	--
ABSENT:	Supervisors	Bass
ABSTAIN:	Supervisors	--

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA

Certified copy of portion of proceedings, Meeting of June 14, 2016

RESOLUTION NO. 16-67

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.



By ANA HARTWELL
Deputy Clerk of the Board of Supervisors of the
County of Humboldt, State of California

ATTACHMENT 1
MONTHLY SALARIES FOR
APPOINTED DEPARTMENT HEADS
UNIT 10
ADOPTED 1-19-16

CLASS	SALARY RANGE EFFECTIVE 4-10-16	SALARY RANGE EFFECTIVE 6-19-16	SALARY RANGE EFFECTIVE 7-3-16	SALARY RANGE EFFECTIVE 1-1-17
Agricultural Commissioner-Sealer of Weights and Measures	\$9,426	\$10,369	\$10,576	\$10,788
Chief Probation Officer	\$10,603		\$10,815	\$11,031
Children and Families Commission Director	\$6,822		\$6,958	\$7,097
Conflict Counsel	\$11,453		\$11,682	\$11,915
County Administrative Officer	\$14,796		\$15,092	\$15,393
County Counsel	\$13,345		\$13,612	\$13,884
County Librarian	\$8,976		\$9,156	\$9,339
Director - Department of Health and Human Services	\$14,077		\$14,359	\$14,646
Director of Child Support Services	\$10,529		\$10,740	\$10,954
Director of Human Resources	\$11,382		\$11,610	\$11,842
Director of Planning & Building	\$9,481		\$9,670	\$9,864
Director of Public Works	\$11,090		\$11,312	\$11,538
Public Defender	\$12,025		\$12,266	\$12,511