



COUNTY OF HUMBOLDT

For the meeting of: 12/16/2025

File #: 25-1418

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Compensation Plan for Designated Management and Confidential Employees (Units 8 and 9) for Jan. 1, 2025, through and inclusive of Dec. 31, 2026

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the Compensation Plan for Designated Management and Confidential Employees (Units 8 and 9) for the term of Jan. 1, 2025, through and inclusive of Dec. 31, 2026 (Exhibit A); and
2. Adopt Resolution (Exhibit C) approving the Compensation Plan for Designated Management and Confidential Employees (Units 8 and 9); and
3. Adopt the County of Humboldt Compensation Schedule (Exhibit D) effective Dec. 7, 2025.

STRATEGIC PLAN:

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

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3001 - Support a well-trained workforce

DISCUSSION:

The County of Humboldt and representatives of the county for the Compensation Plan for Designated Management and Confidential Employees (Units 8 and 9) have agreed to the matters set forth in the attached Compensation Plan (Exhibit A) for the term of Jan. 1, 2025, through and inclusive of Dec. 31, 2026.

The attached Compensation plan outlines agreed upon amendments and include the following:

1. Term: Jan. 1, 2025 through Dec. 31, 2026
2. Salary Adjustments: Increases to Attorney classifications effective Dec. 7, 2025.
3. One-Time Payment: For all classifications represented in the Compensation Plan for Designated Management and Confidential Employees (Units 8 and 9) will receive a one-time payment as follows:
 - Each regular employee will receive a non-pensionable, non-recurring lump sum payment in the amount of \$2,000.00 minus applicable payroll deductions during the first full payroll period after adoption of the Compensation Plan by of Board of Supervisors.
 - Each regular employee will receive a non-pensionable, non-recurring lump sum payment in the amount of \$1,000.00 minus applicable payroll deductions during the first pay period of July 2026.
 - These payments will be pro-rated for staff who are less than one full time equivalent.

4. Incentive Increases:

- Bilingual Incentive for 40-hours/week employees using bilingual skills at least 10% of their work time.
 - Verbal certification: increase from \$32 to \$75 per pay period
 - Verbal and written certification: increase from \$48 to \$125 per pay period
- Bilingual Incentive for 40-hours/week employees using bilingual skills less than 10% of their work time.
 - Verbal certification: increase from \$20 to \$35 per pay period
 - Verbal and written certification: increase from \$32 to \$75 per pay period
- Tool Replacement:
 - Facility Maintenance Manager (0253) and Facility Maintenance Supervisor (0252): increase from \$500 to \$1,000 per year
- Uniform Allowance:
 - Facilities Manager, and Animal Control Officer: increase from \$635 to \$885 per year
- On-Call Pay:
 - Employees will receive an on-call duty incentive payment of 5.75% of their base salary for the duration of the assignment.
 - Hospital Administrator will receive an incentive payment of 5% of their base salary for the duration of their assignment.
- Longevity Incentive pay:
 - Employees who have 10 years of uninterrupted continuous service shall be eligible for an increase of 5.25%.

5. Vacation Conversion: Changes to language to comply with Constructive Receipts Doctrine.

6. New Scheduled Holiday: December 24th, Christmas Eve, will now be a scheduled County paid holiday.

7. Expansion of Eligible Family Members for Bereavement and Family Sick Leave: Employees may designate up to two (2) persons per calendar year whose close association is the equivalent of a family relationship and not defined as “immediate family” in the MOU.

8. Insurance Coverage: Effective the first full month following Board adoption of the new MOU, the County will increase its contribution to cover 100% of the increase in the low-cost health insurance plan’s premium for the remainder of calendar year 2024 to 2025. Effective the first month of the 2026 health plan year, the County will increase its contribution to cover 100% of the increase in the low-cost health insurance plan’s premium from calendar year 2025 to 2026. These increased employer contributions in 2025 and 2026 will apply to each of Employee Only, Employee Plus One and Employee Plus Two or More levels of eligibility. The County’s premium contribution will continue to include the \$200.00 per month supplement that went into effect during the term of the Jan. 1, 2022, through Dec. 31, 2024, Compensation Plan.

9. 32-Hour Workweek: The County and the Union will participate in a labor management committee to study 32-hour workweek concepts.

10. Changes to Out of Class Language:

- Removed “Acting Supervisor” provision.
- All out of class assignments will now be treated the same.
- Employees may receive out of class pay if the assignment is for at least 10 workdays.
- Departments no longer need Board of Supervisors approval for assignments lasting more than 20 workdays.

SOURCE OF FUNDING:

All county funds

FINANCIAL IMPACT:

<i>Expenditures (Various)</i>	FY25-26	FY26-27 Projected*
<i>One-Time Payments</i>	<u>\$491,859</u>	<u>\$245,930</u>
<i>Incentive Increases</i>	<u>\$4,440</u>	<u>\$8,879</u>
<i>Health Insurance</i>	<u>\$79,358</u>	<u>\$158,717</u>
<i>Total Expenditures</i>	<u>\$575,657</u>	<u>\$413,526</u>

*Projected amounts are estimates and are subject to change.

Funding Sources (Various)	FY25-26	FY26-27 Projected*
General Fund	<u>\$223,031</u>	<u>\$155,887</u>
Other County Funds	<u>\$352,626</u>	<u>\$257,639</u>
Total Funding Sources	<u>\$575,657</u>	<u>\$413,526</u>

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

Narrative Explanation of Financial Impact:

Total costs from all funds for this compensation plan is estimated to be \$989,183 over the two-year term. Of this, \$737,798 is attributed to the one-time payments and are not an ongoing cost. Your Board approved \$5 million in the fiscal year (FY) 2025-26 budget in 1100-190, General Fund Contingencies, for labor negotiations. At the end of the FY, should budgets not be able to absorb the increase in costs from approval of this compensation plan, staff will return to your Board to request a budget adjustment to utilize these contingencies.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There is not a direct staffing impact to ratifying this Compensation Plan.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to adopt the resolution approving the 2025-2026 Compensation Plan for Management and Confidential Employees (Units 8 and 9); however, this is not recommended. This option is not recommended as the Compensation Plan for Management and Confidential Employees (Units 8 and 9) expired Dec. 31, 2024.

ATTACHMENTS:

1. Exhibit A the Compensation Plan for Management and Confidential Employees (Units 8 and 9) Final
2. Exhibit B the Compensation Plan for Management and Confidential Employees (Units 8 and 9) Tracked Changes - WORD
3. Exhibit C Resolution No. ____ Approving the Compensation Plan for Management and Confidential Employees (Units 8 and 9) attached as Appendix A of the Resolution
4. Exhibit D - Compensation Schedule effective Dec. 7, 2025

PREVIOUS ACTION/REFERRAL:

Meeting of: 8/21/18; 3/9/21; 1/4/22

File No.: 18-1106; 21-289; 22-19