



COUNTY OF HUMBOLDT

For the meeting of: 3/1/2022

File #: 22-102

To: Board of Supervisors
From: Child Support Services
Agenda Section: Consent

SUBJECT:

Deallocation of One Full Time Equivalent (FTE) Child Support Specialist II and Allocation of One FTE Child Support Assistant III in the Department of Child Support Services

RECOMMENDATION(S):

That the Board of Supervisors:

1. Deallocate one Full-Time Equivalent (FTE) Child Support Specialist II (CSS II) in bargaining group American Federation of State and County and Municipal Employees (AFSCME) (Class 342, Range 0367, Position 12); and
2. Allocate one FTE Child Support Assistant III (CSA III) in bargaining group AFSCME (Class 0367, Range 375, Position 01).

SOURCE OF FUNDING:

Child Support Fund (1380-206)

DISCUSSION:

The fiscal year (FY) 2021-22 budget for Child Support was approved with personnel allocations which included two FTE CSA III positions. These are considered lead worker positions and have the responsibility to provide training to the CSA I/II class as well as leadership over teams.

To build a more robust workforce, provide comprehensive training, and ensure manageable workload sizes, staff recommend allocating an additional one FTE CSA III (Class 0367, Range 375, Position Number 01) and deallocating one vacant FTE CSS II (Class 0342, Range 0367, Position Number 12) in budget unit 1380-206 effective immediately.

FINANCIAL IMPACT:

The approximate annual salary and benefits associated with the request to deallocate one FTE CSS II (Class 342, Range 0367) at Step E is \$88,712. The approximate annual salary and benefits associated with the request to allocate one CSA III (Class 0367, Range 375) at Step E is \$87,382.

The overall estimated cost savings of this recommendation will be \$1,330 annually. Approval of these

changes will not impact the general fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service, managing our resources to ensure sustainability of services, and fostering transparent, accessible, welcoming and user-friendly services.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board Discretion

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A