



# COUNTY OF HUMBOLDT

For the meeting of: 9/26/2023

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File #: 23-1261

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Ratification of a Side Letter of Agreement Between the County of Humboldt and the Humboldt Deputy Sheriff's Organization (HDSO) Unit 6

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve and Authorize the Chair of the Board to sign a Side Letter of Agreement with the HDSO (Attachment #1) amending the current 2021-2024 Memorandum of Understanding (MOU) (Attachment #2) between the County of Humboldt and HDSO effective the pay period following board approval.

**SOURCE OF FUNDING:**

General Fund (1100), Social Services Administration (1160) and Law Enforcement Services

**DISCUSSION:**

The County of Humboldt and HDSO have agreed to a Side Letter of Agreement to amend sections of the MOU between the county and HDSO. Upon ratification by the Board of Supervisors, the amendments will become effective the pay period following approval. Below is summary of the substantive amendments agreed to in the attached side letter.

- FLSA 207(k) designated employees in HDSO will now be eligible to overtime only after working 80 hours in a pay period. This includes all classifications in the HDSO other than Deputy Coroner-Public Administrator and classifications in the Public Safety Dispatcher series, which will be eligible to overtime after 40 hours worked in a work week spanning Sunday through Saturday. Time worked continues to include any time in a paid status.
- Time worked on a Holiday will be paid on the bi-weekly paycheck during which it's earned.
- Welfare Investigator classifications will no longer be subject to Salary Resolution sections related to Overtime and Call Back Compensation.
- MOU Section 38 was amended and a new Section 39 created related to Work Schedules for

classifications in the Probation Department.

- All section after the newly created section 39 will be renumbered accordingly.

#### FINANCIAL IMPACT:

The Probation Department, District Attorney's Office, and Sheriff's Office anticipate that these amendments will more than likely be cost neutral.

The Department of Health and Human Services (DHHS) has 8.0 FTE in the Welfare Investigator classification that fall under the HDSO labor agreement. The positions were included in Fund 1160, Budget Unit 511 Social Services fiscal year 2023-24 budget. The Welfare Investigator positions generally do not work overtime and overtime expenses for these positions were not included in the proposed budget. If the need did arise reimbursement for the overtime cost would be available through state and federal funds.

#### STRATEGIC FRAMEWORK:

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: Manage our resources to ensure sustainability of services

Strategic Plan: 4.4 - Attract and retain the best county employees

#### OTHER AGENCY INVOLVEMENT:

HDSO

#### ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your board could choose not to approve the side letter; however, this is not recommended as the departments may see cost saving in overtime compensation and impacted employees will have the ability to request alternate work schedules to accommodate a better work-life balance.

#### ATTACHMENTS:

1. Partially Executed Side Letter
2. 2021-2024 HDSO MOU
3. Resolution

#### PREVIOUS ACTION/REFERRAL:

Board Order No.: D15

Meeting of: 12/14/21

File No.: 21-1825