



COUNTY OF HUMBOLDT

For the meeting of: 8/18/2020

File #: 20-935

To: Board of Supervisors

From: DHHS: Administration

Agenda Section: Consent

SUBJECT:

Authorize a Temporary Increase in Pay for Megan Montgomery Health Education Specialist II Pursuant to Section 12.4.1 of the American Federation of State, County and Municipal Employees (AFSCME) Memorandum of Understanding (MOU)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize a temporary increase in pay for Health Education Specialist II Megan Montgomery (class 1595B, range 411) as though promoted to Program Coordinator (class 1425, range 427) beginning Aug. 1, 2020 and continuing until the incumbent returns from leave.

SOURCE OF FUNDING:

Public Health Fund - Fund 1175

DISCUSSION:

The current Program Coordinator for Emergency Preparedness is on approved leave. On July 6, 2020, Megan Montgomery assumed the principle duties of the Program Coordinator in accordance with Section 12.4.1 of the AFSME MOU for a total of 20 consecutive workdays; which ended July 31, 2020. The Department of Health and Human Services (DHHS) is requesting the Board of Supervisors approve continuance of the acting supervisor salary until the incumbent returns from leave.

FINANCIAL IMPACT:

The increased monthly cost of a Program Coordinator (class 1425, range 411) from a Health Education Specialist II (class 1595B, range 411) is \$514.89. Approval of the continuance of the acting supervisor from July 31, 2020 until the incumbent returns from approved leave is estimated at \$2,059.58 for four months in fiscal year (FY) 2020-21 and will be funded through grant funds in Fund 1175, Budget Unit 455, Public Health Emergency Preparedness. There is sufficient appropriations in the approved FY 2020-21 Budget to accommodate the cost increase. There is no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining

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infrastructure.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to approve the recommended temporary increase in pay. However, the alternative is not recommended as it would have a negative impact on DHHS Emergency Preparedness to meet the need of DHHS staff and the community.

ATTACHMENTS:

Assignment of Supervisor Duties 12.4.1

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

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