



COUNTY OF HUMBOLDT

For the meeting of: 10/4/2022

File #: 22-1265

To: Board of Supervisors

From: DHHS: Administration

Agenda Section: Consent

SUBJECT:

Advanced Salary Step Placement from 1A to E for Kristin Sauer, Extra Help Social Worker III

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the advanced salary step of E for Kristin Sauer, extra help Social Worker III (Class #0727), salary range 419, effective the pay period beginning immediately after approval.

SOURCE OF FUNDING:

Social Services Fund 1160

DISCUSSION:

Kristin Sauer was employed with Child Welfare Services (CWS) with the Department of Health and Human Services (DHHS) from November 9, 2015 through January 25, 2021 as a Social Worker III. During that time Kristin demonstrated proficiency as an independent social worker, fully trained to carry a full investigation caseload in the Emergency Response program and was also a mentor to her peers. Kristin's focus in our agency in her current extra help assignment is assisting social workers in the Emergency Response program in conducting timely and thorough investigations of maltreatment, and providing intensive services to stabilize families and connect families to ongoing services. This is a specific skill set that takes years of practice and a complete understanding of the CWS investigation process. CWS recognizes Kristin's willingness to provide her expertise and over 5 years of experience within CWS in this extra help assignment and therefore requests to move Kristen Sauer from step 1A to step E.

FINANCIAL IMPACT:

Approval of the advanced step increase for Social Worker III from step 1A to step E, is anticipated to cost \$7,931 in salaries and benefits annually for the maximum 960 extra help hours. There are sufficient salary savings due to vacancies in Fund 1160, Budget Unit 508 Child Welfare Services in the proposed budget for fiscal year 2022/23 to cover the extra help position at the advanced step. There is no impact to the General Fund.

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STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees .

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to deny the advanced salary step. This is not recommended because recognizing the valuable contribution of our employees helps attract and retain qualified individuals.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A