



COUNTY OF HUMBOLDT

For the meeting of: 9/26/2023

File #: 23-1221

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Salary Increase and Deallocation of Positions in Road Maintenance.

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the revised salary range for Road Maintenance Worker III (class #0230), from salary range 380 to salary range 400, into the Comprehensive Compensation Schedule and Classification Summary effective the pay period following Board approval;
2. Deallocate one Road Maintenance Worker III (PCN # 3250230-10) from the classification system effective the pay period following Board approval;
3. Deallocate two Road Maintenance Worker I/II's (PCNs # 3250238A20 and 3250238A29) from the classification system effective the pay period following Board approval;
4. Adopt the Resolution (Attachment 1) approving the amendment of the January 1, 2022 - December 31, 2024, Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees (AFSCME); and
5. Adopt the Comprehensive Compensation Schedule and Classification Summary effective October 1, 2023 (Attachment 2).

SOURCE OF FUNDING:

Road Maintenance (1200)

DISCUSSION:

Municipal Resource Group (MRG), a human resources consulting agency, conducted a classification review of the Public Works Road Maintenance Division and discovered that the Road Maintenance Division is having severe recruitment and retention difficulties for their Road Maintenance Worker III positions. They have a 20-25% vacancy rate; they have not received any qualified applicants during the past four recruitments; and the salary does not provide enough of an incentive for employees to promote from Road Maintenance Worker II to Road Maintenance Worker III. To address the severe recruitment and retention issues, MRG is recommending that the County increase the salary of the

Road Maintenance Worker III classification from salary range 380 to salary range 400. This salary increase will:

- Provide a 10% increase to the Road Maintenance Worker III classification.
- Place Road Maintenance Worker III 17% above the Road Maintenance Worker II, which will provide a greater incentive for Road Maintenance Workers II to obtain their Class A driver's licenses and promote to the III level.
- Ensure no compaction with the Road Maintenance Supervisor classification (salary range 420), which is 10% above range 400.

Human Resources agrees with MRG's recommendations and asserts that this salary increase is vital to ensure proper staffing of the Road Maintenance Division, which will assist to ensure that County roads are appropriately maintained.

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

The increase in salary range to the Road Maintenance Worker III positions will be an increase of \$174,015. The increase in cost will be offset by the deallocation of two vacant Road Maintenance Worker I/II and one Road Maintenance Worker III positions which will be a savings of \$230,842.

STAFFING IMPACT:

Position Title	Position Control Number	Monthly Salary Range (1A-E Step)	Additions (Number)	Deletions (Number)
Road Maintenance Worker III	3250230-10	380	0	1
Road Maintenance Worker I/II	3250238A20 and 3250238A29	352/366	0	2

Narrative Explanation of Staffing Impact:

The Roads Division is deallocating one Road Maintenance Worker III and two Road Maintenance Worker I/II's to ensure net neutrality.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework priority of managing our resources to ensure sustainability of services and investing in County employees.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for position allocation modifications for the Board of Supervisors and revisions to the Comprehensive Compensation Schedule and Classification Summary.

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ATTACHMENTS:

Attachment 1: Resolution No _____ amending the January 1, 2022 - December 31, 2024,
Memorandum of Understanding between the County of Humboldt and the American Federation of
State, County, and Municipal Employees

Attachment 2: 2023-10-01 Comprehensive Compensation Schedule and Classification Summary.

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: 01/04/22

File No.: 22-12