



COUNTY OF HUMBOLDT

For the meeting of: 5/25/2021

File #: 21-610

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

SUBJECT:

Adoption of Revised Nursing Management Job Specifications and Salary Range Adjustments

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the amended job classification specification (Attachment #1) and salary range for Assistant Director of Psychiatric Nursing (class 0922, salary range 534, unit 08) into the classification plan effective the first full pay period following Board adoption; and
2. Adopt the amended job classification specification (Attachment #2) and salary range for Director of Psychiatric Nursing (class 0932, salary range 545, unit 08) into the classification plan effective the first full pay period following Board adoption; and
3. Adopt the amended job classification specification (Attachment #3) and salary range for Director of Public Health Nursing (class 0508, salary range 545, Unit 08) into the classification plan effective the first full pay period following Board adoption; and
4. Adopt Resolution No. _____ (Attachment #5) approving 1) the amendment of the July 1, 2020 - December 31, 2021 Compensation Plans for Management & Confidential Employees 2) a Comprehensive Compensation Schedule and Classification Summary effective May 25, 2021 (Attachment #4).

SOURCE OF FUNDING:

1170 - Mental Health Fund

1175 - Public Health Fund

DISCUSSION:

Koff and Associates (K&A) has drafted revised job classifications for the following positions that have been vetted through the Department of Health and Human Services. Upon your Board's approval, these classifications will be amended and adopted into the classification plan.

- Assistant Director of Psychiatric Nursing (class 0922)

- Director of Psychiatric Nursing (class 0932)
- Director of Public Health Nursing (class 0508)

Upon your Board's approval of the October 1, 2017 through December 31, 2020 Memorandum of Understanding (MOU) with the American Federation of State, County, and Municipal Employees (AFSCME), the following classifications were approved for wages increases indicated below:

- Psychiatric Nurse (16%)
- Supervising Psychiatric Nurse (21.5%)
- Public Health Nurse (16%)
- Senior Public Health Nurse (16%)
- Supervising Public Health Nurse (21.5%)

The approval of these wage increases created significant compaction issues for the nursing management classifications of Director of Public Health Nursing, Assistant Director of Psychiatric Nursing, and Director of Psychiatric Nursing. These compaction issues resulted in these three classifications being compensated less than the staff that they supervise or in other words creating an inverse salary relationship.

The K&A compensation portion of the recent countywide study indicated that all nursing classifications in the Psychiatric Nursing and Public Health Nursing series are compensated competitively, which would normally indicate that no compensation increases need to occur, but an inverse salary relationship that exists within a classification series is a matter of internal equity that necessitates corrective action. To course correct the inverse salary relationship, Human Resources recommends a smaller differential at the nursing management level. The current differentials between the nursing classifications and the differential recommendations from Human Resources are outlined in the tables below.

Current State of Differentials in the Psychiatric Nursing Series

Classification Title	Salary Range	Differential between lower-level classification
Director of Psychiatric Nursing	515	5.5%
Assistant Director of Psychiatric Nursing	504	-11.5%
Supervising Psychiatric Nurse	527	10%
Senior Psychiatric Nurse	507	5%
Psychiatric Nurse	497	N/A

Recommended Differentials in the Psychiatric Nursing Series

Classification TitleSalary RangeDifferential between lower-level classification		
Director of Psychiatric Nursing	545	5.5%
Assistant Director of Psychiatric Nursing	534	3.5%
Supervising Psychiatric Nurse	527	10%
Senior Psychiatric Nurse	507	5%
Psychiatric Nurse	497	N/A

Current State of Differentials in the Public Health Nursing Series

Classification TitleSalary RangeDifferential between lower-level classification		
Director of Public Health Nursing	515	-10%
Supervising Public Health Nurse	535	10%
Senior Public Health Nurse	515	5%
Public Health Nurse	505	N/A

Recommended Differentials in the Public Health Nursing Series

Classification TitleSalary RangeDifferential between lower-level classification		
Director of Public Health Nursing	545	5%
Supervising Public Health Nurse	535	10%
Senior Public Health Nurse	515	5%
Public Health Nurse	505	N/A

FINANCIAL IMPACT:

Assistant Director of Psychiatric Nursing and Director of Psychiatric Nursing positions are funded by Mental Health revenues from Medicare and Medicaid cost reimbursement, Behavioral Health & Public Safety Realignment allocations and Mental Health Services Act. Budget appropriations have been

approved for fiscal year (FY) 2020-21 in DHHS-Mental Health Administration budget unit 1170-424. The proposed salary range adjustments for 2.0 FTE Assistant Director of Psychiatric Nursing and 1.0 FTE Director of Psychiatric Nursing is anticipated to result in salary and benefit increase of \$58,327.00 annually. This additional expenditure will be offset by holding vacant 1.0 FTE Supervising Psychiatric Nurse.

The anticipated increase in salary and benefit costs for the Director of Public Health Nursing position for Fiscal Year (FY) 2020-21 is \$1,247 and for FY 2021-22 is \$19,253. These costs were not anticipated, however, there are sufficient appropriations in Fund 1175, Budget Unit 416 - Public Health Nursing to cover these costs. The increased costs will be included in all future annual budget cycles. These increased costs will be funded by State Health Realignment funds and will have no impact on the County General Fund.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

Koff & Associates

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could choose not to approve all or a portion of these recommendations. This is not recommended as issues of inequity exist with these classifications and have for nearly three years.

ATTACHMENTS:

1. Copy of Assistant Director of Psychiatric Nursing Job Specification
2. Copy of Director of Psychiatric Nursing Job Specification
3. Copy of Director of Public Health Nursing Job Specification
4. Comprehensive Compensation Schedule and Classification Summary 2021 05 25
5. Resolution No.

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-8

Meeting of: March 9, 2021

File No.: 21-289