



# COUNTY OF HUMBOLDT

For the meeting of: 8/20/2019

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File #: 19-1213

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**SUBJECT:**

Temporary Increase in Pay for Kacy Green, Risk Manager, Pursuant to Resolution No. 18-82 Regarding Compensation Plans for Designated Management and Confidential Employees

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Authorize a temporary increase in pay for Risk Manager, Kacy Green, (Class 0700, Range 491) as though promoted to Assistant Human Resources Director (Class 0651, Range 524) effective immediately and continue until the position is filled on a permanent basis or other solution is identified.

**SOURCE OF FUNDING:**

Insurance Internal Service Fund

**DISCUSSION:**

On July 29, 2019, your Board appointed Kelly Barns as the Interim Human Resources Director. Ms. Barns left her position as Assistant Director of Human Resources to accept this appointment. Since that time, Risk Manager Kacy Green was assigned to perform the principle duties of Assistant Human Resources Director for the office in accordance with Resolution No. 18-82, Other Benefits, Section J. Ms. Green has already been working in the position beyond 10 days as required by Section K, and is expected to remain in this position until the department fills it with a permanent hire or takes other action.

**FINANCIAL IMPACT:**

The increased monthly costs of an Assistant Human Resources Director (Class 0651, Range 524, Step B) from a Risk Manager, Kacy Green, (Class 0700, Range 491, Step C) is \$788.80. Approval of the continuance of the acting Assistant Human Resources Director is estimated at \$8,085.20 for the rest of the fiscal year (FY) 2019-20 and will be funded through the Human Resources - Risk Management budget (3520-359). This position was already budgeted for in FY2019-20 and this item is not expected to affect the General Fund.

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

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could decline to grant out of class pay for Ms. Green. This is not recommended as Ms. Green is already taking on the principal duties of another position outside her current class.

ATTACHMENTS: None