



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-23

For the meeting of: May 23, 2017

Date: May 3, 2017

To: Board of Supervisors

From:  Thomas K. Mattson, Public Works Director

Subject: Advance Salary Step Request for Nicholas Massey, Road Maintenance Supervisor, from Range 393, Step B to C (4/5 vote required)

RECOMMENDATION(S):

That the Board of Supervisors approve an advance salary step increase for Nicholas Massey, Road Maintenance Supervisor (1200 325, 0204, 393) from step B to C, retroactive to April 23, 2017, the first day of Mr. Massey's promotion, pursuant to Section 7 of the Humboldt County Salary Resolution. (4/5 vote required)

SOURCE OF FUNDING:

Roads Fund (1200 325)

DISCUSSION:

On March 3, 2016, the Road Maintenance Supervisor of the Freshwater Road Crew went on extended leave. Mr. Massey was a Road Maintenance Worker III at the time and he agreed to cover the duties until June when the Supervisor was scheduled to return. On April 12, 2016, your Board agreed to compensate Mr. Massey for these additional duties; Board Order C-11 (Attachment 1). It became apparent that the Supervisor would not return in June and Mr. Massey again agreed to cover the additional duties. On May 24, 2016, your Board agreed to compensate him until the Supervisor returned or a replacement could be hired, Board Order C-24 (Attachment 2).

Prepared by Thomas K. Mattson

CAO Approval 

REVIEW:

Auditor  County Counsel _____ Human Resources  Other _____

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other _____


PREVIOUS ACTION/REFERRAL:

Board Order No. C-11 & C-24

Meeting of: 4/12/16 & 5/24/16


BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor  Seconded by Supervisor 

Ayes  Fennell, Bass, Bohn, Wilson
Nays _____
Abstain _____
Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: May 23, 2017

By: 
Kathy Hayes, Clerk of the Board

On April 23, 2017, Mr. Massey was promoted to Road Maintenance Supervisor. The Department of Public Works did request and received permission from the County Administrative Office (CAO) to place Mr. Massey at Salary Range 393, Step C (Attachment 3). According to Section 10.1.1, of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), advance step increases can be pre-approved by the County Administrative Office before the date of hire, but salary advancement requests after the hire date must be authorized by the Board of Supervisors per Section 7 of the Salary Resolution.

Mr. Massey's skills and experience has provided benefits to the Public Works Road Division. He has been a county employee since 1999 and for over a year took on extra responsibilities and performed them well. His promotion should include a step increase so he is not paid the same amount that he has been for the past year.

FINANCIAL IMPACT:

The proposed action will result in an estimated expenditure increase of \$870.72 in Fiscal Year 2016-17 and \$ 3,482.88 in Fiscal Year 2017-18.

The proposed action conforms to the Board's Strategic Framework by providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could choose not to approve the salary step to C for Mr. Massey and maintain Step B. This alternative is not recommended because it is not an increase from his previous year's salary and is not fair compensation for his service.

ATTACHMENTS:

1. Board of Supervisors' Order C-11, April 12, 2016
2. Board of Supervisors' Order C-24, May 24, 2016
3. Approval of Advance Step Increase by CAO, April 7, 2017



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-11

For the meeting of: April 12, 2016

Date: March 30, 2016

To: Board of Supervisors

From: P Thomas K. Mattson, Public Works Director

Subject: ASSIGNMENT OF NICHOLAS MASSEY, ROAD
MAINTENANCE WORKER III, AS ROAD MAINTENANCE
SUPERVISORRECOMMENDATION (S): That the Board of Supervisors:

Authorizes compensation for Nicholas Massey as if he had been promoted to the classification of Road Maintenance Supervisor from April 24, 2016 through June 4, 2016, pursuant to Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), section 12.4. (4/5 vote required)

SOURCE OF FUNDING: Roads FundDISCUSSION:

The Road Maintenance Supervisor has been on leave since March 3, 2016 and his anticipated return date is sometime in the early June. Nicholas Massey, Road Maintenance Worker III, has agreed to accept the additional duties of the position until such time the Road Maintenance Supervisor returns to duty, and should be compensated accordingly during this period.

FINANCIAL IMPACT:

There are sufficient funds in the Roads Fund (1200325) budget to cover the \$271.19 biweekly salary increase. This will not impact the General Fund.

Prepared by Art Reeve/be

CAO Approval

Karen Clower

REVIEW:

Auditor

M. H. H.

County Council

Personnel

Of

Risk Manager

Other

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor Fennell (Seconded by Supervisor Sundberg)

Ayes Sundberg, Fennell, Lovelace, Bass

Nays

Abstain

Absent Bohn

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: April 12, 2016

By:

Kathy Hayes, Clerk of the Board

Kathy Hayes

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Not approve the pay differential. This alternative is not recommended because it would not provide fair compensation to the employee while this position is vacant. This salary adjustment conforms to the Board's Strategic plan by providing community-appropriate levels of service.

ATTACHMENTS: No attachments.



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-24

For the meeting of: May 24, 2016

Date: May 9, 2016

To: Board of Supervisors

From: (M) Thomas K. Mattson; Public Works Director

Subject: EXTENSION OF ASSIGNMENT OF NICHOLAS MASSEY,
ROAD MAINTENANCE WORKER III, AS ROAD
MAINTENANCE SUPERVISOR

RECOMMENDATION (S): That the Board of Supervisors:

Authorizes the extended compensation for Nicholas Massey as if he had been promoted to the classification of Road Maintenance Supervisor from June 5, 2016 until the Road Maintenance Supervisor returns or a replacement can be hired, pursuant to Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), section 12.4.

SOURCE OF FUNDING: Roads FundDISCUSSION:

On April 12, 2016, the Board of Supervisors authorized compensation for Nicholas Massey, Road Maintenance Worker III, the Road Maintenance Supervisor has been on leave since March 3, 2016 and his original anticipated return date was sometime in the early June. At this point the Public Works Department has not been notified that the Supervisor will return. Nicholas Massey still agrees to accept the additional duties of the position until such time the Road Maintenance Supervisor returns to duty or a replacement can be hired and should be compensated accordingly during this period.

Prepared by: Art Reeve/be

CAO Approval

Karen Clower

REVIEW:

Auditor

MMH

County Counsel

Personnel

Of

Risk Manager

Other

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other

PREVIOUS ACTION/REFERRAL:

Board Order No. C-11

Meeting of: 4-12-16

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor Fennell/Seconded by Supervisor Bass

Ayes Sundberg, Fennell, Lovelace, Bohn, Bass
 Nays
 Abstain
 Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: May 24, 2016

By:

Kathy Hayes, Clerk of the Board

FINANCIAL IMPACT:

There are sufficient funds in the Roads Fund (1200325) budget to cover the \$382.26 biweekly salary increase. This will not impact the General Fund.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Not approve the pay differential. This alternative is not recommended because it would not provide fair compensation to the employee while this position is vacant. This salary adjustment conforms to the Board's Strategic plan by providing community-appropriate levels of service.

ATTACHMENTS: No attachments.

Attachment #3

From: Clower, Karen
Sent: Friday, April 07, 2017 10:16 AM
To: Mattson, Tom <TMattson@co.humboldt.ca.us>
Subject: RE: Advance Step Hire Request

Hi Tom,

Based on the information provided, it appears to be in the public's interest and Mr. Massey's experience in the position justifies an advance step increase. Therefore I am approving his hire at a Step C.

Karen Clower
CAO Project Manager
County of Humboldt
CAO-Management and Budget Team
(707)476-2383

From: Mattson, Tom
Sent: Thursday, April 06, 2017 4:48 PM
To: Clower, Karen <KClower@co.humboldt.ca.us>
Subject: Advance Step Hire Request

Public Works has offered a Road Maintenance Supervisor position at Freshwater to Nick Massey who is currently a Road Maintenance Worker III (0230 353E). Since March of 2016, Nick has acted as the Supervisor of the Freshwater Road Maintenance Crew and has been compensated as if he had been promoted to the Supervisor position (393B), pursuant to section 12.4 of the MOU between the County of Humboldt and AFSCME. This was approved by the Board of Supervisors on April 12, 2016 and May 24, 2016. Public Works would like to offer Nick the permanent position at 393C, due to his experience.

Proposed start date would be April 23, 2017.

Thanks

Tom