



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

**File #:** 19-119      **Version:** 1      **Name:**  
**Type:** Informational Report      **Status:** Passed  
**File created:** 1/18/2019      **In control:** DHHS: Administrative  
**On agenda:** 2/5/2019      **Final action:** 2/5/2019  
**Title:** Allocate one (1) 1.0 full time equivalent (FTE) Staff Services Analyst III  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Staff Report, 2. Humboldt ltr regarding adding SSA III 1 2 19.pdf

Date	Ver.	Action By	Action	Result
2/5/2019	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors  
**From:** DHHS: Administration  
**Agenda Section:** Consent

**SUBJECT:**  
Allocate one (1) 1.0 full time equivalent (FTE) Staff Services Analyst III

**RECOMMENDATION(S):**  
That the Board of Supervisors:  
1. Allocate one (1) 1.0 FTE Staff Services Analyst III (class 0392, salary range 430) in budget unit 511 effective immediately upon board approval.

**SOURCE OF FUNDING:**  
Social Services

**DISCUSSION:**  
The purpose of this position is to assist in the Department of Health and Human Services (DHHS), Quality Management Services (QMS) unit in the work toward building a robust workforce that will better serve our community. The key to building a robust workforce is through a comprehensive training plan and the activities to train staff. Training is crucial for organizational development and success. Recent surveys of staff have identified lack of adequate training and professional growth as an element of disengagement and low retention rates. This position will ensure that all staff are provided consistent support and training activities associated with workforce development.

**FINANCIAL IMPACT:**

The annual salary and benefits associated with the request to allocate one (1.0) FTE Staff Services Analyst III (class 0392, salary range 430) at range 1A is \$84,706.58. The overall estimated increase for the remaining eleven pay periods of the 2018-19 fiscal year is estimated to be \$35,834.39. There are sufficient salary savings due to vacancies in fund 1160, budget unit 511 - Social Services in the fiscal year 2018-19. Future funding starting with the proposed budget for fiscal year 2019-20 is a combination of federal and state allocations, grants and local funds. Approval of this position will not impact the general fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure providing community-appropriate levels of service and protecting vulnerable populations.

OTHER AGENCY INVOLVEMENT:

CPS HR Consulting  
Human Resources

ALTERNATIVES TO STAFF RECOMMENDATIONS:

None

ATTACHMENTS:

Classification Review

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A  
Meeting of: N/A  
File No.: N/A