



COUNTY OF HUMBOLDT

For the meeting of: 8/18/2026

File #: 26-779

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Corrected Personnel Actions for the County Administrative Office and the Department of Health & Human Services

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the reallocation of the 1.0 full time equivalent (FTE) Health & Human Services - Social Services Branch Director (classification # 0753, position # 01, salary range 590) in Budget Unit 508, to a 1.0 FTE Health & Human Services - Social Services Branch Director (classification # 0753, position # 01, salary range 590) in Budget Unit 511, and transfer the incumbent, effective July 19, 2026; and
2. Approve the reallocation of the 1.0 full time equivalent (FTE) Peer Coach I (classification # 0576A, position # 03, salary range 346) in Budget Unit 424, to a 1.0 FTE Peer Support Specialist I (classification # 0754A, position # 03, salary range 346) in Budget Unit 424, retroactively effective July 19, 2026, and transfer the incumbent; and
3. Approve the reallocation of 1.0 full time equivalent (FTE) vacant Departmental Information Systems Analyst (classification #0672, salary range 446) in Budget Unit 118, to a 1.0 FTE IT Security Analyst I/II (classification # 0289A/B, position # 04, salary range 480/495) in Budget Unit 118, effective the pay period following Board approval.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3001 - Support a well-trained workforce

DISCUSSION:

On July 14, 2026, your Board approved agenda item 26-525, which included several personnel and classification actions. As the approved actions were being implemented, a few administrative updates were identified to ensure the changes fully reflect the intended personnel actions and budget unit assignments.

The July 14, 2026, action included transitioning employees in the Peer Coach I/II classification to the newly created Peer Support Specialist I/II classification. Following preparation of the original Board item, an additional employee was hired into a Peer Coach I position and, therefore, was not included in the original personnel action. This item includes that position and incumbent in the transition to the Peer Support Specialist I/II classification, consistent with the Board's prior action.

The prior action also included the reallocation of two positions transferred from the Department of Health & Human Services - Information Services Division to the County Administrative Office - Information Technology Division. The intended classification for these positions is IT Security Analyst I/II. This item updates the classification identified in the prior action to accurately reflect the

intended reallocation.

Finally, the newly created Social Services Branch Director position was intended to be allocated to Department of Health & Human Services Budget Unit 511 rather than Budget Unit 508. This item updates the budget unit assignment accordingly.

These updates will align the affected positions, classifications and budget unit assignments with the personnel actions intended as part of agenda item No. 26-525.

SOURCE OF FUNDING:

Narrative Explanation of Financial Impact:

There is no financial impact with the approval of this item.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There are no impacts to current staffing levels.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could choose not to approve the recommended actions. However, this alternative is not recommended, as the proposed actions are necessary to fully implement the personnel and classification changes intended in agenda item 26-525.

ATTACHMENTS:

AFSCME Resolution

M/C Resolution

PREVIOUS ACTION/REFERRAL:

Meeting of: 07/14/2026

File No.: 26-525