



# COUNTY OF HUMBOLDT

For the meeting of: 5/16/2023

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File #: 23-585

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Adoption of the Amendments to the Salary Range and Classification Summaries for AFSCME Classifications Effective Aug. 18, 2018; Dec. 30, 2018; June 30, 2019; Dec. 29, 2019; and June 28, 2020, and the Compensation and Classification Summaries May 25, 2021, and Feb. 6, 2022.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Adopt the resolution (Attachment 1) approving the amendment of the following Salary Range and Classification Summaries for AFSCME classifications and the following Comprehensive Compensation Schedules and Classification Summaries effective Aug. 18, 2018; Dec. 30, 2018; June 30, 2019; Dec. 29, 2019; June 28, 2020 (Attachment 2) and the Compensation and Classification Summaries effective May 25, 2021 (Attachment 3), and Feb. 6, 2022 (Attachment 4).

**SOURCE OF FUNDING:**

General Fund (1100).

**DISCUSSION:**

On March 22, 2023, the Human Resources (HR) Department was notified by the California Public Employers Retirement System (CalPERS) that several Comprehensive Compensation Schedules and Classification Summaries that had previously been adopted were not formatted in a manner required by the California Code of Regulations (CCR) section 570.5. CalPERS explained that these schedules did not *indicate the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually*, which was preventing CalPERS from accurately determining retirement eligibility and entitlement for a County of Humboldt employee.

To meet the requirements of CCR 570.5 and allow CalPERS to process the retirement application for this employee, the HR department recommends amending the following existing Salary Range and Classification Summaries for AFSCME classifications and Comprehensive Compensation Schedules and Classification Summaries to indicate that the rates listed are reflective of hourly rates.

- Salary Range and Classification Summaries for AFSCME Classifications effective Aug. 18, 2018; Dec. 30, 2018; June 30th, 2019; Dec. 29, 2019; and June 28, 2020 (Attachment 2)
- Comprehensive Compensation Schedule and Classification Summary effective May 25, 2021 (Attachment 3), and;
- Comprehensive Compensation Schedule and Classification Summary effective Feb. 6, 2022 (Attachment 4).

FINANCIAL IMPACT:

**Narrative Explanation of Financial Impact:**

This recommendation modifies existing Salary Range and Classification Summaries and Comprehensive Compensation Schedules and Classification Summaries to clarify that rates are reflective of hourly wages. There is no impact to the General Fund.

STAFFING IMPACT:

**Narrative Explanation of Staffing Impact:**

There is no impact to staffing.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework priority of providing community-appropriate levels of service and investing in county employees.

OTHER AGENCY INVOLVEMENT:

CalPERS

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for approval to amend the Salary Range and Classification Summaries and Comprehensive Compensation Schedules and Classification Summaries, however this is not recommended as CalPERS has indicated that it cannot process an employee's retirement application until the affected documents are corrected.

ATTACHMENTS:

Attachment 1: Resolution approving the amendments to the Salary Range and Classification Summaries for AFSCME classifications effective August 18th, 2018, December 30th, 2018, June 30th, 2019 December 29th, 2019, June 28th, 2020, and the Comprehensive Compensation and Classification Summaries effective May 25th, 2021, and February 6th, 2022.

Attachment 2: Salary Range and Classification Summaries for AFSCME Classifications effective August 18th, 2018 December 30th, 2018, June 30th, 2019 December 29th, 2019, and June 28th, 2020

Attachment 3: Comprehensive Compensation Schedule and Classification Summary effective May 25<sup>th</sup>

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, 2021

Attachment 4: Comprehensive Compensation Schedule and Classification Summary effective February 6<sup>th</sup>, 2022

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A