



# COUNTY OF HUMBOLDT

For the meeting of: 10/3/2023

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File #: 23-1254

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Adoption of the Amended and Job Specifications for Social Worker IV A-D (MSS).

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Adopt the amended job specification of Social Worker IV A-D (MSS) (class 0707A/B/C/D, salary range 459/469/479/489) (attachment #1) effective immediately following board adoption.

**SOURCE OF FUNDING:**

Social Services Fund

**DISCUSSION:**

On Jan. 1, 2023 the California Department of Human Resources (CalHR) made several changes to their recruitment and selection process. One change implemented by CalHR modified a practice which was previously approved by CalHR to allow Social Worker IV candidates who were within 6 months of graduating with a qualifying master's degree in Social Work (MSW) to provisionally pass the Minimum Qualifications (MQ) screenings and be placed on an eligible list for a recruitment upon graduation. As of Jan. 1, 2023, CalHR no longer allowed this practice to continue unless the job classification specification was modified to include language allowing candidates to provisionally pass MQs who were within 6 months of graduating with their MSW. To allow candidates to continue applying without being screened out of the recruitment process for Social Worker IV positions pending completion of their MSW, the Human Resources department and the Department of Health and Human Services is recommending an amendment to the job classification specification for Social Worker IV A/B/C/D (MSS) to include the language required by CalHR to resume this practice.

**FINANCIAL IMPACT:**

**Narrative Explanation of Financial Impact:**

There is additional appropriation required from the county General Fund.

**STAFFING IMPACT:**

<b>Position Title</b>	<b>Position Control Number</b>	<b>Monthly Salary Range (1A-E Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>
N/A	N/A	N/A	N/A	N/A

**Narrative Explanation of Staffing Impact:**

This item will amend the existing Social Worker IV A-D (MSS) Classification to include parameters on conditional eligibility requirements that were previously in effect and were previously approved to be implement by CalHR. CalHR has indicated these parameters needs to be included on the Job Specification Classification for the Social Worker IV A-D (MSS) classification to continue implementation moving forward. There are no staffing impacts.

**STRATEGIC FRAMEWORK:**

This action supports your Board’s Strategic Framework priority of investing in county employees.

**OTHER AGENCY INVOLVEMENT:**

American Federation of State, County and Municipal Employees (AFSCME) local 1684  
California Department of Human Resources (CalHR)

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to adopt the updated job classification for the Social Worker IV A-D (MSS) classification. This is not recommended as this would limit the ability of the county to continue its longstanding practice of recruiting Social Worker IV candidates who are within 6months of graduation.

**ATTACHMENTS:**

Attachment 1 - Job Classification Specification for Social Worker IV A-D (MSS).

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A