



COUNTY OF HUMBOLDT

For the meeting of: 2/27/2024

File #: 24-187

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Advanced Salary Step Request for John Conn, Road Maintenance Worker I (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the advanced step increase for John Conn, Road Maintenance Worker I (Class 0238A, Range 357) in budget unit 1200325 from salary step 1A to salary step D, effective at the beginning of the pay period immediately following approval (4/5 Vote Required).

SOURCE OF FUNDING:

Road Fund 1200325

DISCUSSION:

Public Works requests your Board approve an advanced salary step for John Conn, Road Maintenance Worker I (Class 0238A, Range 357). Staff is basing this request on the fact that Mr. Conn already had extensive experience with the job duties equal to a Roads Maintenance Worker I and has been performing these duties since his date of hire, Nov. 13, 2023. During this time, Mr. Conn has performed above expectations in this position. With his work performance, experience and Class A Commercial Driver License, Public Works would like to advance his salary to step D, which will bring him closer to what the local wage scale is for this type of position.

FINANCIAL IMPACT:

Expenditures (1200325)	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses	\$3,076	\$7,314	\$7,697
Total Expenditures	\$3,076	\$7,314	\$7,697
Funding Sources (1200325)	FY22-23 Adopted	FY23-24 Projected*	FY24-25 Projected*
Fees/Other	3,076	\$7,314	\$7,697

Total Funding Sources	\$3,076	\$7,314	\$7,697
------------------------------	----------------	----------------	----------------

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

This position is funded through the Road Fund 1200325. If the advanced step increase, from 1A to D, is approved the increased costs for the remainder of fiscal year (FY) 2023-24 would be \$3,076 for this position. There is sufficient funding in the approved FY 2023-24 budget for 1200325- Road Maintenance to support the additional costs associated with the advanced step increase.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There should be no impact on staffing due to this action.

STRATEGIC FRAMEWORK:

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: Invest in county employees

Strategic Plan: 4.4 - Attract and retain the best county employees

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not approve the staff recommendations. However, this alternative is not recommended as qualified staffing could be lost and retainment of skilled staff is less likely.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A