



COUNTY OF HUMBOLDT

For the meeting of: 3/14/2023

File #: 23-309

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Adoption of the Amended and Retitled Job Specifications for Behavioral Health Nurse I/II and Supervising Behavioral Health Nurse and Reallocation of all Allocations of the Psychiatric Nurse to Behavioral Health Nurse I/II as a Flexibly Allocated Classification and Reallocation of all Allocations of the Supervising Psychiatric Nurse to Supervising Behavioral Health Nurse

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the amended and retitled job specification of Behavioral Health Nurse I/II (class 0913A/B, salary range 516/526) (attachment #1) Replacing Psychiatric Nurse, a flexibly allocated classification, into the classification system effective March 19, 2023; and
2. Adopt the amended and retitled job specification of Supervising Behavioral Health Nurse (class 0920, salary range 546) (attachment #2), Replacing Supervising Psychiatric Nurse, into the classification system effective March 19, 2023.
3. Abolish the Senior Psychiatric Nurse classification from the classification system (class 0925, salary range 516, unit 004) effective March 19, 2023.
4. Approve the reallocation of all allocations of the Psychiatric Nurse (Salary range 516, class 0913) to Behavioral Health Nurse I/II (Salary range 516/526, class 0913A/B) effective March 19, 2023.
5. Reclassify the following 19 incumbents of the Psychiatric Nurse classification at the II level for the Behavioral Health Nurse series effective March 19, 2023.
 - Jonathan Iocco, Psychiatric Nurse in budget unit (BU) 424 (class 0913, salary range 516 position 01) to Behavioral Health Nurse II (class 0913B, salary range 526, position 07); and,
 - Pamela Prindle, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 06) to Behavioral Health Nurse II (class 0913B, salary range 526, position 06); and,

- Christine Negaard, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 07) to Behavioral Health Nurse II (class 0913B, salary range 526, position 07); and,
 - Leticia Martinez, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 08) to Behavioral Health Nurse II (class 0913B, salary range 526, position 08); and,
 - Melissa Mayberry, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 09) to Behavioral Health Nurse II (salary range 0913B, salary range 526, position 09); and,
 - Gabriel Groom, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 15) to Behavioral Health Nurse II (class 0913B, salary range 526, position 15); and,
 - Jessica Viale, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 17) to Behavioral Health Nurse II (salary range 0913B, salary range 526, position 17); and,
 - Alyce Compton, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 20) to Behavioral Health Nurse II (class 0913B, salary range 526, position 20); and,
 - Beverly Long, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 22) to Behavioral Health Nurse II (class 0913B, salary range 526, position 22); and,
 - Amy Giacomini, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 23) to Behavioral Health Nurse II (class 0913B, salary range 526, position 23); and,
 - Kathryn Maguire, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 27) to Behavioral Health Nurse II (class 0913B, salary range 526, position 27); and,
 - Daniel Thomas, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 28) to Behavioral Health Nurse II (class 0913B, salary range 526, position 28); and,
 - Steven Sneddon, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 29) to Behavioral Health Nurse II (class 0913B, salary range 526, position 28); and,
 - Gaylynn Carothers Olsen, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 30) to Behavioral Health Nurse II (class 0913B, salary range 526, position 30); and,
 - Andrea Beckett, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 31) to Behavioral Health Nurse II (class 0913B, salary range 526, position 31); and,
 - Sherry Swart, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 33) to Behavioral Health Nurse II (class 0913B, salary range 526, position 33); and,
 - Menna Newmeyer, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 34) to Behavioral Health Nurse II (class 0913B, salary range 526, position 34); and,
 - Deborah Mattson, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 35) to Behavioral Health Nurse II (class 0913B, salary range 526, position 35); and,
 - Joseph Doumakis, Psychiatric Nurse in BU 424 (class 0913, salary range 516, position 38) to Behavioral Health Nurse II (class 0913B, salary range 526, position 38);
6. Adopt Resolution No. _____ (Attachment #3) approving 1) the amendment of the Jan. 1, 2022 - Dec. 31, 2024 the Memorandum of Understanding Between the County of Humboldt & American Federation of State, County & Municipal Employees (AFSCME) a Comprehensive Compensation Schedule and Classification Summary effective March 19, 2023.

SOURCE OF FUNDING:

Behavioral Health Fund 1170

DISCUSSION:

The Humboldt County Human Resources Department contacted Municipal Resource Group (MRG) to conduct a classification study of several incumbents of the Psychiatric Nurse classification to determine if they were performing the work of the Senior Psychiatric Nurse classification. While MRG did not note the incumbents were performing outside the scope of their duties, MRG identified that the Senior Psychiatric Nurse classification, as it is currently written, is not useful for the division and thus limited the career trajectory for incumbents of the Psychiatric Nurse classification. MRG also noted that the Supervising Psychiatric Nurse classification should be retitled to the Supervising Behavioral Health Nurse to maintain consistency with the name change of DHHS - Behavioral Health.

The review thoroughly evaluated the appropriateness of the Psychiatric Nurse classification and updated the job description for the classification, retitled to the Behavioral Health Nurse I/II series, in partnership with the Department of Health & Human Services (DHHS) and County Human Resources. In reviewing, it was evident the current job specification for the Senior Psychiatric Nurse is not reflective of the needs of the division as it is currently written. In updating the job specifications, the division noted that they do not need registered nursing positions that serve as permanent, formal lead workers in their units. As these positions were not filled as there was no need for them, there was limited career mobility for incumbents of the Psychiatric Nurse classification. Retitling the Psychiatric Nurse classification to the Behavioral Health Nurse I/II as a flexible allocated classification will create opportunities for advancement in the series for current incumbents meeting performance expectations to advance from the I to the II level based on their years of experience. Additionally, the retitling of the series reflects the name change of DHHS-Behavioral Health.

To ensure that the County of Humboldt is offering appropriate pay and investing in County employees, the Human Resources Department supports the recommendations put forth by MRG. Additionally, these amended and retitled job specifications have been met and conferred upon with AFSCME Local 1684, who has agreed to these proposed changes.

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

Salary and benefit expenditure related to the reclassification of personnel to Behavioral Health Nurse II is projected to cost \$36,967.79 for salary and benefits in FY 2022-23. The expenditure will be accommodated through salary savings from vacant positions in the approved budget for FY 202-23, DHHS-Mental Health Administration budget unit 1170424. These expenditures will be reimbursed through Federal Financial Participation for Medicare and Medi-Cal, Behavioral Health and Public Safety Realignment and Mental Health Services Act.

STAFFING IMPACT:

Position Title	Position Control Number	Monthly Salary Range (1A-E Step)	Additions (Number)	Deletions (Number)
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Psychiatric Nurse	424-0913-01,02,03,05,06,07,08,09,10,11,13,15,16,17,18,19,20,22,23,24,27,28,29,30,31,33,34,35,37,38	Range 516 \$39.47 - \$50.78		29.4 FTE
Behavioral Health Nurse I	424-0913A-02,03,05,10,11,13,16,18,19,24,37	Range 516 \$39.47 - \$50.78	10.8 FTE	
Behavioral Health Nurse II	424-0913B-01,06,07,08,09,15,17,20,22,23,27,28,29,30,31,33,34,35,38	Range 526 \$41-59 - \$53-37	18.6 FTE	

Narrative Explanation of Staffing Impact:

There are no requested changes to Board-approved staffing allocations for fiscal year 2022-2023.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

Municipal Resources Group (MRG)
AFSCME Local 1684

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to deallocate Psychiatric Nurse positions, allocate Behavioral Health Nurse I/II positions, and reclassify the incumbent employees. This is not recommended as it will leave all incumbents with limited career trajectory and mobility for incumbent employees, as well as continue to impact the department’s ability to function from a management and business perspective and hinder levels of support provided to the community.

ATTACHMENTS:

- Attachment 1 - Proposed Job Specification for Behavioral Health Nurse I and Behavioral Health Nurse II.
- Attachment 2 - Proposed Job Specification for Supervising Behavioral Health Nurse
- Attachment 3 - Resolution
- Attachment 4 - Comprehensive Compensation Schedule and Classification Summary effective March 19th, 2023

PREVIOUS ACTION/REFERRAL:

File #: 23-309

Board Order No.: N/A

Meeting of: N/A

File No.: N/A