COUNTY OF HUMBOLDT

For the meeting of: 3/10/2026

File #: 26-116

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:
Adoption of a New Agricultural Aide Job Classification

RECOMMENDATION(S):
That the Board of Supervisors:

1. Adopt the Agricultural Aide job classification in the American Federation of State, County, and Municipal Employees (AFSCME) bargaining unit (classification #0668, salary range 371) into the classification system effective the pay period following Board approval; and
2. Adopt the Compensation Schedule effective March 15, 2026; and
3. Adopt the Resolution approving the amendment of the 2025-2026 Memorandum of Understanding between the County of Humboldt and the AFSCME.

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:
The Human Resources Department, in collaboration with the Agricultural Commissioner, have identified an ongoing seasonal operational need that requires additional staffing support during peak trapping periods. Historically, the department has utilized the Agricultural Weights and Measures Inspector I classification to meet this demand. However, the minimum qualifications associated with that classification exceed the level of duties assigned to these seasonal assignments.

To better align the duties, recruitment process, and qualification requirements with the actual scope of work performed, staff are recommending the creation of a new Agricultural Aide classification. This classification is designed to support seasonal field operations and perform entry-level, routine, and support-oriented tasks under appropriate supervision. The minimum qualifications for the Agricultural Aide classification are structured to reflect the nature of the work, allowing the department to recruit qualified candidates without requiring the higher-level credentials associated with the Agricultural Weights and Measures Inspector I classification.

The proposed classification will be filled on an extra-help basis only, as the workload is seasonal and does not justify the establishment of a regular, ongoing position. Creating this classification will improve operational efficiency, ensure appropriate classification alignment, and provide flexibility to meet peak workload demands while maintaining fiscal responsibility.

The Human Resources Department recommends placing the Agricultural Aide at salary range 371, which is 10% below the Agricultural Weights and Measures Inspector I.

SOURCE OF FUNDING:
General Fund (1100)

FINANCIAL IMPACT:
Narrative Explanation of Financial Impact:
The total cost of the Agricultural Aide-Extra Help position at Step 1A is $19,880.76. The department's revenue and expenditure accounts were included in the adopted fiscal year 2025-26 budget. Revenue from the Pest Detection Trapping and Pierce's Disease Control Program contracts with California Department of Food and Agriculture is anticipated to cover the cost of the extra help position and will be included in future budget years.

STAFFING IMPACT:
Narrative Explanation of Staffing Impact:
The adoption of this job classification has no staffing impact to current staffing levels in the Department of Agriculture as the position will be seasonal and filled by extra help.

OTHER AGENCY INVOLVEMENT:
N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:
Your Board could choose not to approve these recommendations presented by the Human Resources Department. However, this is not recommended as there is a need for an Agricultural Aide classification the aligns with duties of the position.

ATTACHMENTS:
Attachment 1 - Agricultural Aide classification specification
Attachment 2 - 2026-03-15 Compensation Schedule
Attachment 3 - Resolution

PREVIOUS ACTION/REFERRAL:
Meeting of: N/A
File No.: N/A