



Legislation Details (With Text)

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Type: Agenda Item **Status:** Approved

File created: 2/9/2024 **In control:** Board of Supervisors

On agenda: 3/5/2024 **Final action:** 3/5/2024

Title: Human Resources Department and the Agricultural Department recommending the Board:
 1) Approve and adopt the new Agricultural department-specific classification specifications of Assistant Agricultural Commissioner and Sealer of Weights and Measures, and Agricultural Biologist/Standards Inspector Supervisor; and
 2) Adopt and authorize the Chair to sign Resolution 039-2024 to:
 a) Approve the Job Class Number, bargaining unit, and salary range for the new classifications of Assistant Agricultural Commissioner and Sealer of Weights and Measures, and Agricultural Biologist/Standards Inspector Supervisor;
 b) Approve the addition of 1.0 full-time equivalent (FTE) Assistant Agricultural Commissioner and Sealer of Weights and Measures allocation; and
 c) Approve the deletion of a vacant 1.0 FTE Deputy Agricultural Commissioner, Sealer of Weights and Measures in the Agricultural Department, upon the hiring of an Assistant Agricultural Commissioner and Sealer of Weights and Measures.

FUNDING: General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Approved Blue Route, 2. B - HR Personnel Resolution, 3. C - Ag Biologist-Standards Inspector Supervisor-NEW, 4. D - Assistant Agricultural Commissioner __Sealer of Weights Measures- NEW

Date	Ver.	Action By	Action	Result
3/5/2024	1	Board of Supervisors	Approved	Pass

Human Resources Department and the Agricultural Department recommending the Board:
 1) Approve and adopt the new Agricultural department-specific classification specifications of Assistant Agricultural Commissioner and Sealer of Weights and Measures, and Agricultural Biologist/Standards Inspector Supervisor; and
 2) Adopt and authorize the Chair to sign Resolution **039-2024** to:
 a) Approve the Job Class Number, bargaining unit, and salary range for the new classifications of Assistant Agricultural Commissioner and Sealer of Weights and Measures, and Agricultural Biologist/Standards Inspector Supervisor;
 b) Approve the addition of 1.0 full-time equivalent (FTE) Assistant Agricultural Commissioner and Sealer of Weights and Measures allocation; and
 c) Approve the deletion of a vacant 1.0 FTE Deputy Agricultural Commissioner, Sealer of Weights and Measures in the Agricultural Department, upon the hiring of an Assistant Agricultural Commissioner and Sealer of Weights and Measures.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

The Agricultural Department (Ag) requested the Human Resources Department (HR) to propose two new class specifications. In response to the new Agricultural Commissioner's request, HR conducted

a classification study for a new class of Assistant Ag Commissioner, which has been in progress since early 2023. The concept of an Assistant Ag Commissioner class has been considered since 2016 but only recently finalized at the request of the new Ag Commissioner. The draft class spec, previously incomplete, is now recommended for adoption.

Upon reviewing existing Ag classes in conjunction with the role of the new Assistant Ag Commissioner, it was deemed that the Deputy Commissioner position is no longer necessary if the Assistant Ag Commissioner is adopted. With the Deputy Ag Commissioner currently vacant, the timing is ideal to adjust the department's classification structure. Additionally, the HR review revealed that the existing Deputy Commissioner class was written and functioning as a first-line Supervisor, not at a Deputy Director level class. As there continues to be a need for a first-line supervisory class, the Ag Biologist/Standards Inspector Supervisor class has been developed in collaboration with Ag to align with the department's structure and the Commissioner's vision and strategic plan.

ALTERNATIVES

The Board could choose not to approve the recommendations and direct Human Resources to make revisions or conduct additional analysis.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

El Dorado County Employees' Association, Local 1

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

Dependent upon the recruitment timeline, the increased salary associated with the proposed changes is estimated at \$11,500 for the remainder of FY 2023-24; and \$38,000 annually. The current year increase is anticipated to be offset by salary savings from vacancies, however, future increases will be an additional General Fund cost.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Upon Board adoption and approval, please provide a copy of the executed Resolution to Heather Andersen in Human Resources.

STRATEGIC PLAN COMPONENT

Workforce Excellence

CONTACT

Joseph Carruesco, Director of Human Resources