



Legislation Text

File #: 17-1242, **Version:** 1

Health and Human Services Agency (HHS) and Human Resources recommending the Board adopt and authorize the Chair to sign Resolution **176-2017**, which updates the current personnel allocation for the HHS Social Services Division to reflect separate allocations for training/journey level, and advanced level positions in applicable Merit System job classifications.

FUNDING: There is no funding associated with this agenda item.

DEPARTMENT RECOMMENDATION:

Health and Human Services Agency (HHS) in collaboration with Human Resources recommending the Board approve an updated personnel allocation resolution for HHS to include separation of alternately staffed Merit System Services (MSS) classifications within a classification series.

DISCUSSION / BACKGROUND:

MSS, on behalf of the County, establishes and maintains job specifications and classification series for the HHS - Social Services Division. In addition, the State's Local Agency Personnel Standards (LAPS) provide guidance on how to manage those positions falling under the scope of MSS. Under this model, MSS determined that certain classification series included advanced levels with distinctly greater responsibility, requiring additional experience and expertise and were distinguished as such. For example, Eligibility Worker I/II and III, and Social Worker I/II, III and IV were separated to distinguish the advanced level of responsibilities and required experience. Under this model, MSS recruits for classes I/II as alternately staffed, meaning the allocations are grouped together, and recruits the more advanced level, classes of III and IV separately. This model also requires the advanced levels of III or IV to serve a separate probationary period from that served in the I/II level.

In July 2016, the LAPS rules were significantly changed by the State and MSS advised that positions subject to LAPS would now be required to follow County Personnel Rules in most areas. This major change has had significant impact on the way Social Services positions are managed.

Under the Memorandum of Understanding (MOU) with El Dorado County Employees' Association, Local 1, alternately staffed classifications, as identified through the personnel allocation list, do not allow for a probationary period for employees promoted to a higher classification. As an employee promotes from a level I to a level II, no new probationary period is allowed. Under the MOU, the same would hold true if a classification were alternately staffed, as reflected in the County's budgeted allocations, as a I/II/III/IV. It has not been the intent of MSS or El Dorado County that the complexity of advanced levels in a classification be ignored and not distinguished from the I/II level. Additionally, it has not been the intent to eliminate probationary periods for these advanced positions. This was an unintended consequence of the LAPS rule changes. Therefore, an adjustment to budgeted allocations is necessary to maintain the probationary requirement for the advanced classifications. This correction will distinguish advanced level positions and allow for probationary periods for individuals promoting into those advanced classifications, which has been the existing practice in accordance with the prior LAPS rules and current County practice.

The attached resolution separates classifications appropriately; however there is no change to the total HHSA personnel allocations.

ALTERNATIVES:

Should the Board decline to adopt and authorize the attached Resolution, the current classification structure would remain unchanged.

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

The Human Resources Department has consulted with the affected represented employee groups.

CAO RECOMMENDATION:

It is recommended that the Board approve this item.

FINANCIAL IMPACT:

There is no Net County Cost associated with this Agenda item.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) Clerk of the Board to obtain signature of Chair on attached Resolution.
- 2) Clerk of the Board to submit one (1) signed Resolution to the Human Resources Department at 330 Fair Lane, and one (1) signed Resolution to HHSA at 3057 Briw Road, Contracts unit.

STRATEGIC PLAN COMPONENT:

El Dorado County Strategic Plan - Good Governance

CONTACT

Patricia Charles-Heathers, Ph.D., M.P.A., Director