Board Agenda Item 35

DATE: July 14, 2026

TO: Board of Supervisors

SUBMITTED BY: Hollis Magill, Director of Human Resources

SUBJECT: Amendment to Master Schedule of Fees - Human Resources

RECOMMENDED ACTION(S):

Conduct second hearing to amend the Master Schedule of Fees, Charges, and Recovered Costs by amending Section 1600 - Human Resources, subsection 1601; waive reading of the Ordinance in its entirety; and adopt proposed Ordinance

There is no additional Net County Cost (NCC) associated with the recommended actions. The first hearing to adopt these changes was held on June 30, 2026. Approval of the recommended actions will amend Section 1600, Subsection 1601, of the Master Schedule of Fees, Charges and Recovered Costs (MSF). The existing rates are being amended to reflect FY 2026-27 Department of Human Resources' costs of providing services to third-party funded County departments and external agencies. This item is countywide.

ALTERNATIVE ACTION(S):

Your Board may direct staff to use current rates or propose alternative fees, which may not recover the full costs of services.

FISCAL IMPACT:

There is no increase NCC associated with the recommended actions. It is anticipated that the proposed rates will allow the Department of Human Resources to recover the cost of services performed for County departments with third-party funding and external agencies.

DISCUSSION:

On June 30, 2026, your Board conducted the first hearing on the recommended updates to the Master Schedule of Fees for Subsection 1601 as detailed in Exhibit "A".

The recommended actions will allow the Department of Human Resources to update its labor rates in the Master Schedule of Fees effective August 17, 2026, to reflect current costs of providing services to County departments with third-party funding (i.e. Social Services, Child Support, etc.) and external agencies. General Fund departments that operate solely with NCC are not charged for these services.

The recommended rates, as included in Exhibit "A", consist of applicable direct and indirect salaries and benefits, services and supplies, and include departmental and countywide overhead. Attachment "A" provides a detail of changes proposed to the existing rates for comparative purposes. The average hourly rate increase to existing Master Schedule of Fees positions is 9.58%. This increase is primarily due to approved salary adjustments and related step increases, as well as increases to health insurance contributions.

The recommended rates, including their calculation and the methodology applied for cost-recovery, have been reviewed and approved by the Auditor-Controller/Treasurer-Tax Collector. With your Board's approval, the recommended rates will be effective August 17, 2026.

REFERENCE MATERIAL:

BAI #9, June 30, 2026

ATTACHMENTS INCLUDED AND/OR ON FILE:

Ordinance
Attachment A

CAO ANALYST:

Sevag Tateosian