



Board Agenda Item 42

DATE: December 4, 2018

TO: Board of Supervisors

SUBMITTED BY: Paul Nerland, Director of Human Resources

SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

1. **Approve amendment to the Salary Resolution retitling the Mental Health Worker I/II classification to Behavioral Health Worker I/II, as reflected on Appendix "A", effective December 3, 2018.**
2. **Approve amendment to the Salary Resolution reclassifying six (6) Driver positions in the Department of Social Services Org 5610 to Social Worker Aide I/II, as reflected on Appendix "A", effective December 3, 2018.**
3. **Approve amendment to the Salary resolution reclassifying five (5) Driver positions in the Department of Behavioral Health Org 5630 to Behavioral Health Worker I/II, as reflected on Appendix "A", effective December 3, 2018.**

The Department of Human Resources performed a classification study of Driver positions and determined that the Driver positions in the Department of Social Services and Department of Behavioral Health should be reclassified as Social Worker Aide I/II and Behavioral Health Worker I/II, respectively.

ALTERNATIVE ACTION(S):

If the Board were not to approve the recommended action, the Driver positions in the Department of Social Services and the Department of Behavioral health would not be reclassified.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended actions. The estimated cost for FY 2018-19 is approximately \$16,879 (\$0 NCC), which will be absorbed into the departments' current budgets.

DISCUSSION:

The Department of Human Resources recently conducted a classification study of Driver positions in the Department of Social Services and the Department of Behavioral Health. The study evaluated the current job specification, written information from incumbents, desk audits with incumbents, classification structures in other counties, and job evaluation factors such as knowledge, skills, scope, authority, and independence. Ride-alongs with Driver incumbents were also performed to assess the duties of the classification.

The study found that incumbents in these two departments performed functions involving client care that differed from the duties performed by other Drivers in the County. These functions require additional

knowledge, skills, and abilities not required of Drivers transporting books, equipment, and other items. The duties merit a reclassification to the client-care focused classifications of Social Worker Aide I/II and Behavioral Health Worker I/II, which already include driving as part of their sample of duties. The reclassification will ensure staff performing client transport functions are classified and compensated appropriately.

The Mental Health Worker is also recommended to be retitled to Behavioral Health Worker to align with industry-standard terminology.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "A"

CAO ANALYST:

Debbie Paolinelli