



Napa County

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.countyofnapa.org

Main: (707) 253-4580

Legislation Text

File #: 22-1722, **Version:** 1

TO: Board of Supervisors
FROM: Christine Briceño, Director of Human Resources
REPORT BY: Joy Cadiz, Senior Human Resources Analyst
SUBJECT: Adoption of a Resolution Amending the Table and Index of Classes

RECOMMENDATION

Director of Human Resources and Acting County Executive Officer requests adoption of a Resolution amending the Table and Index of Classes effective September 17, 2022.

EXECUTIVE SUMMARY

The requested action amends the Table and Index of Classes to provide an equity adjustment for certain management classifications based on an equity study that determined that the Communication and Public Information Officer salary was more than four (4) percent below the median salary of comparable agencies.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	When an equity study is conducted for management classes, the County's past practice is to follow the same process for represented classes. Whenever an equity study determines a classification is more than 4% below the median salary of comparable agencies, an equity adjustment is made to bring the salary to median.
Is the general fund affected?	Yes
Future fiscal impact:	The increased cost of salary and benefits for the remainder of Fiscal Year 2022-2023 is estimated at approximately \$37,138. The increased annualized cost for salary and benefits of this action is estimated at approximately \$45,980.

Consequences if not approved:	The Communication and PIO class is a necessary position within the County Executive Office and is considered hard-to-fill. Without an equity adjust the position will be more difficult to fill.
County Strategic Plan pillar addressed:	Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Whenever an equity study determines a classification is more than 4% below the median salary of comparable agencies, the County provides an equity adjustment to bring those represented classes to the market median. The County follows the same practice for unrepresented classes, including management.

The Communication and PIO position was vacated July 22, 2022. An equity adjustment is recommended to assist with recruitment and retention of this hard-to-fill classification.

Therefore, the Director of Human Resources requests adoption of a Resolution amending the Table and Index of Classes, as outlined in Exhibit “A,” effective September 17, 2022, with no net increase in full-time equivalents, and an impact to the General Fund.