



# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 12/17/2024

**File ID #:** 24-2097

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**TO:** Board of Supervisors  
**FROM:** Christine Briceño, Director of Human Resources  
**REPORT BY:** Joy Cadiz, Staff Services Manager  
**SUBJECT:** Resolution Amending Napa County Policy Manual Part I Section 37C1-4 - Management Compensation Plan

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### **RECOMMENDATION**

Adopt a Resolution to amend Napa County Policy Manual, Part I, Section 37C1-4 - Management Compensation Plan, effective December 21, 2024. (No Fiscal Impact)

### **BACKGROUND**

Section 37C of the Napa County Policy Manual has four sections and is known as the Management Compensation Plan. 37C-1 is applicable to Classified managers, 37C-2 is applicable to Non-Classified managers, 37C-3 is applicable to Non-Classified (Other) managers, and 37C-4 is applicable to Confidential employees. The following proposed amendments are recommended to remedy issues identified during administration of the policy.

The proposed amendments to the Management Compensation Plan include:

- Formatting and administrative edits to clean up the list of eligible classes for each section to align with past Board-approved actions amending the Table & Index of Classifications.
- Removing reference to Automobile Allowance in certain sections and moving County Executive Office “Division Managers” and the LAFCO Executive Officer to 37C-2 Non-Classified which groups all classifications eligible for Automobile Allowance into the same section.
- Clarifying certain retiree reimbursements regarding the Medicare Income-Related Monthly Adjustment Amount (IRMAA) that went into effect in 2007.
- Cleaning up special pays by deleting California Environmental Quality Act (CEQA) pay and clarifying

Engineering Registration Pay to align with statutory requirements.

Requested Action:

Adopt a Resolution amending the Napa County Policy Manual, Part I, Section 37C1-4 - Management Compensation Plan, effective December 21, 2024.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?                      No

**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.