

**RESOLUTION NO. 2024-**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE TABLE AND INDEX OF CLASSES AND APPROPRIATE PERSONNEL POLICIES, EFFECTIVE JULY 6, 2024**

**WHEREAS**, Government Code section 25300 provides that the Board of Supervisors shall provide for the number, compensation, tenure, appointment and conditions of employment of county employees and that such action may be taken by ordinance or resolution; and

**WHEREAS**, section 2.100.270 of the Napa County Code provides that the “Table and Index” may be amended from time to time by resolution of the Board of Supervisors; an

**WHEREAS**, the Director of Human Resources recommends that the proposed changes to the Table and Index of Classes and appropriate personnel policies, as set forth in Exhibit “A,” be implemented.

**NOW, THEREFORE, BE IT RESOLVED**, that the Napa County Board of Supervisors hereby approves the changes to the Table and Index of Classes and appropriate personnel policies, as set forth in Exhibit “A,” effective July 6, 2024.

**[REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]**

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**  
 by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board  
 held on the 25<sup>th</sup> day of June 2024, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_  
 NOES: SUPERVISORS \_\_\_\_\_  
 ABSTAIN: SUPERVISORS \_\_\_\_\_  
 ABSENT: SUPERVISORS \_\_\_\_\_

NAPA COUNTY, a political subdivision of  
 the State of California

By: \_\_\_\_\_  
 JOELLE GALLAGHER, Chair of the  
 Board of Supervisors

<p>APPROVED AS TO FORM          Office of County Counsel</p> <p>By: <u>/s/ Wendy M. Dau, Deputy</u></p> <p>Date: <u>June 18, 2024</u></p>	<p>APPROVED BY THE NAPA          COUNTY          BOARD OF SUPERVISORS</p> <p>Date:</p> <p>Processed By:</p> <p>_____          Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS          Clerk of the Board of Supervisors</p> <p>By: _____</p>
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## EXHIBIT A

Director of Human Resources requests approval of the following actions, effective June 22, 2024\*:

1. Amend the Table and Index of Classes, as follows:
  - a. Add:
    - i. Assistant Fire Administrator (CNCO 346)  
\$61.97 - \$75.15 (approximate hourly rate)
    - ii. Environmental Resource Assistant (CPSE 397)  
\$29.56 - \$34.86 (approximate hourly rate)
    - iii. Office Assistant I (CCON 099)  
\$24.61 - \$28.90 (approximate hourly rate)
    - iv. Principal Planner (CPSE TBD)  
\$58.42 - \$70.04 (approximate hourly rate)
2. Amend Part I: Section 37C-3 of the Napa County Policy Manual, Management Compensation Plan-Management Non-Classified (Other), by adding Assistant Fire Administrator to Attachment 1, Part A, with an “at-will” designation.
3. Amend Part I: Section 37A of the Napa County Policy Manual, Employer-Employee Relations Policy, by adding Assistant Fire Administrator to the List of Management Classes.
4. Amend Part I: Section 37B of the Napa County Policy Manual, Overtime Policy, by adding Assistant Fire Administrator to the List of Classes Exempt from Overtime.

\*Note: Salaries do not include scheduled cost-of-living adjustment of 4%.