

**RESOLUTION NO. 2025-**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE TABLE AND INDEX OF CLASSES AND THE DEPARTMENTAL ALLOCATION LIST FOR NAPA COUNTY DEPARTMENT OF CORRECTIONS AND PROBATION DEPARTMENT, EFFECTIVE MARCH 25, 2025**

**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; and

**WHEREAS**, Napa County Code section 2.100.280 provides that the Board of Supervisors establishes the number of positions and classifications in the Departmental Allocation List by resolution; and

**WHEREAS**, the Director of Human Resources recommends that the proposed changes to the Table and Index of Classes and the Departmental Allocation List for the Napa County Department of Corrections and Probation Department, be implemented as set forth in Exhibit “A.”

**NOW, THEREFORE, BE IT RESOLVED**, that effective March 25, 2025, the Napa County Board of Supervisors hereby approves the changes to the Table and Index of Classes and the Departmental Allocation List for the Napa County Department of Corrections and Probation Department, as set forth in Exhibit “A.”

**[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 March 2025, by the following vote:

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

NAPA COUNTY, a political subdivision of  
 the State of California

By: \_\_\_\_\_  
 ANNE COTTRELL, Chair of the  
 Board of Supervisors

<p>APPROVED AS TO FORM          Office of County Counsel</p> <p>By: <i>Susan B. Altman</i>, Deputy</p> <p>Date: March 4, 2025</p>	<p>APPROVED BY THE NAPA          COUNTY          BOARD OF SUPERVISORS</p> <p>Date:</p> <p>Processed By:          _____          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 March 29, 2025:

1. Amend the Table and Index of Classes as follows:
  - a. Delete:     Food Services Coordinator (CPSE 392)  
                  \$32.91 - \$39.02 approximate hourly salary  
  
                  Food-Laundry Services Supv (CPSS 128)  
                  \$38.21 - \$45.50 approximate hourly salary
  - b. Add:        Institutional Services Supervisor (CPSS 128)  
                  \$38.21 - \$45.50 approximate hourly salary
2. Amend the Department Allocation List as follows:

<b>Department</b>	<b>Budget Unit</b>	<b>Position Control #</b>	<b>Class Title</b>	<b>Effective Date</b>	<b>Change</b>
Corrections	1400002	1010240	Food-Laundry Services Supervisor	3/29/2025	-1.0
Corrections	1400002	1010240	Institutional Services Supervisor	3/29/2025	+1.0
Probation – Juvenile Hall	1421000	TBD*	Food Services Coordinator	TBD*	-1.0
Probation – Juvenile Hall	1421000	NEW	Institutional Services Supervisor	3/29/2025	+1.0

\*Delete selected Position Control Number upon subsequent vacancy after recruitment.