RESOLUTION - ACTION REQUESTED 2020-112

MEETING: March 10, 2020
TO: The Board of Supervisors
FROM: Kimberly Williams, Human Resources Director
RE: Amend the Salary for the Program Administrator Classification

RECOMMENDATION AND JUSTIFICATION:
Approve an Amendment to the salary for the Program Administrator classification in the Health and Human Services Agency (HHSA) by increasing the monthly salary range from $6,528.65-$7,935.57 to $7,228.73-$8,786.62, effective immediately.

At the time the Program Administrator class was created and the salary range for the position was established in June 2019, there were no compaction issues. It was at a later time that compaction was created due to stipends that incumbents in lower-level classes receive. Discussions with the HHSA Director followed and it was determined that the current salary for the Program Administrator needs to be increased. At the present time, the Program Administrator positions are vacant.

It is recommended that the monthly salary for the Program Administrator is increased from $6,528.65-$7,935.57 to $7,228.73-$8,786.62 effective immediately.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
At their meeting of June 25, 2019, the Board of Supervisors approved Resolution No. 19-373 which included the approval of the Program Administrator classification and associated salary range.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve this action as recommended; amend the action as the Board desires and adopt.

FINANCIAL IMPACT:
There is no impact to the General Fund.

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Marshall Long, District III Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey