

**RESOLUTION NO. 2019-02**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE TABLE AND INDEX OF CLASSES, THE DEPARTMENTAL ALLOCATION LIST FOR THE HEALTH AND HUMAN SERVICES AGENCY AND THE COUNTY EXECUTIVE OFFICE, AND APPROPRIATE PERSONNEL POLICIES, EFFECTIVE JANUARY 12, 2019**

**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**, section 2.100.280 of the Napa County Code provides that the number of positions and classifications in the Departmental Allocation Lists shall be established from time to time by resolution of the Board of Supervisors; and



**WHEREAS**, the Director of Human Resources recommends that the proposed changes to the Table and Index of Classes, the Departmental Allocation List for the Health and Human Services Agency and the County Executive Office, 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, the Departmental Allocation List for the Health and Human Services Agency and the County Executive Office, and appropriate personnel policies, as set forth in Exhibit “A,” effective January 12, 2019.

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

AYES:	SUPERVISORS	DILLON, RAMOS, WAGENKNECHT, PEDROZA and GREGORY
NOES:	SUPERVISORS	NONE
ABSTAIN:	SUPERVISORS	NONE
ABSENT:	SUPERVISORS	NONE

By:

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Jennifer Yasumoto</u> Chief Deputy County Counsel</p> <p>Date: <u>November 29, 2018</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: January 8, 2019</p> <p>Processed By: <u></u> Deputy Clerk of the Board</p>	<p>ATTEST: JOSE LUIS VALDEZ Clerk of the Board of Supervisors</p> <p>By: <u></u></p>
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## EXHIBIT "A"

Director of Human Resources requests approval of the following actions, effective January 12, 2019:

1. Amend the Table and Index of Classes, as follows:

- a. Delete: Chief Deputy Director of Health and Human Services (NCO)\*  
\$5,877.60 - \$7,141.60 (biweekly)  
\$12,735.00 - \$15,473.00 (approximate monthly salary)
- b. Add: Assistant Director of Health and Human Services (NCO)  
\$6,170.40 - \$7,500.80 (biweekly)  
\$13,369.00 - \$16,252.00 (approximate monthly salary)
- c. Add: Deputy Director of Health and Human Services – Administrative Services (NCO)  
\$4,604.80 - \$5,597.60 (biweekly)  
\$9,977.00 - \$12,128.00 (approximate monthly salary)
- d. Add: Director of Housing and Homeless Services (NCO)  
\$5,597.60 - \$6,802.40 (biweekly)  
\$11,549.00 - \$14,040.00 (approximate monthly salary)

2. Amend the Departmental Allocation List, as follows:

**HEALTH AND HUMAN SERVICES AGENCY: BUDGET UNIT #20010**

- a. Delete: Two 1.0 FTE Chief Deputy Director of Health and Human Services (NCO)\*
- b. Add: One 1.0 FTE Assistant Director of Health and Human Services (NCO)
- c. Add: One 1.0 FTE Deputy Director of Health and Human Services - Administrative Services (NCO)

**COUNTY EXECUTIVE OFFICE: BUDGET UNIT #10200**

Add: One 1.0 FTE Director of Housing and Homeless Services (NCO)

- 3. Amend Part I: Section 37C-3 of the Napa County Policy Manual, Management Compensation Plan-Management Non-Classified (Other), by deleting Chief Deputy Director of Health and Human Services from Attachment 1, Part A.
- 4. Amend Part I: Section 37C-3 of the Napa County Policy Manual, Management Compensation Plan-Management Non-Classified (Other), by adding Assistant Director of Health and Human Services, Deputy Director of Health and Human Services –

Administrative Services, and Director of Housing and Homeless Services to Attachment 1, Part A.

5. Amend Part I: Section 37A of the Napa County Policy Manual, Employer-Employee Relations Policy, by removing Chief Deputy Director of Health and Human Services from the List of Management Classes.
6. Amend Part I: Section 37A of the Napa County Policy Manual, Employer-Employee Relations Policy, by adding Assistant Director of Health and Human Services, Deputy Director of Health and Human Services – Administrative Services, and Director of Housing and Homeless Services to the List of Management Classes.
7. Amend Part I: Section 37B of the Napa County Policy Manual, Overtime Policy, by deleting Chief Deputy Director of Health and Human Services from the List of Classes Exempt from Overtime.
8. Amend Part I: Section 37B of the Napa County Policy Manual, Overtime Policy, by adding Assistant Director of Health and Human Services, Deputy Director of Health and Human Services – Administrative Services, and Director of Housing and Homeless Services to the List of Classes Exempt from Overtime.

\*Position Control (PC) number 000002606 shall be deleted when the Deputy Director of Health and Human Services – Administrative Services position is filled. PC number 000002607 shall be deleted when the Director of Housing and Homeless Services position is filled.