RESOLUTION NO. 2020-131

RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE TABLE AND INDEX OF CLASSES, THE DEPARTMENTAL ALLOCATION LIST FOR THE HOUSING AND HOMELESS SERVICES DIVISION OF THE COUNTY EXECUTIVE OFFICE, AND THE APPROPRIATE PERSONNEL POLICIES, EFFECTIVE NOVEMBER 10, 2020

**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 Housing and Homeless Services Division of the County Executive Office, and the appropriate personnel policy, 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 Housing and Homeless Services Division of the County Executive Office, and the appropriate personnel policy, as set forth in Exhibit “A,” effective November 10, 2020.

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**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 10th day of November, 2020, by the following vote:

AYES: SUPERVISORS WAGENKNECHT, PEDROZA, GREGORY,

RAMOS and DILLON

NOES: SUPERVISORS NONE

ABSTAIN: SUPERVISORS NONE

ABSENT: SUPERVISORS NONE

NAPA COUNTY, a political subdivision of the State of California

By:

DIANE DILLON, Chair of the

Board of Supervisors

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| APPROVED AS TO FORM  Office of County Counsel  By*: Susan B. Altman, Deputy*  Date: November 2, 2020 | APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS  Date: November 10, 2020  Processed By:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Deputy Clerk of the Board | ATTEST: JOSE LUIS VALDEZ  Clerk of the Board of Supervisors  By: |

**EXHIBIT “A”**

Director of Human Resources requests approval of the following actions, effective November 10, 2020:

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

Add: Assistant Shelter Manager (MC)

$2,883.20 - $3,504.80 (biweekly)

$6,247.00 - $7,594.00 (approximate monthly salary)

1. Amend the Departmental Allocation List, as follows:

**COUNTY EXECUTIVE OFFICE – HOUSING AND HOMELESS SERVICES DIVISION: BUDGET UNIT #10215**

1. Add: Five 1.0 FTE Facility Superintendents – Limited Term\*

**COUNTY EXECUTIVE OFFICE – CENTRAL SERVICES DIVISION: BUDGET UNIT #10520**

1. Add: One 1.0 FTE Buyer I/II – Limited Term\*
2. Amend Part I: Section 37C-1 of the Napa County Policy Manual, Management Compensation Plan-Management Classified, by adding Assistant Shelter Manager to Attachment 1, Part A.
3. Amend Part I: Section 37A of the Napa County Policy Manual, Employer-Employee Relations Policy, by adding Assistant Shelter Manager to the List of Management Classes.
4. Amend Part I: Section 37B of the Napa County Policy Manual, Overtime Policy, by adding Assistant Shelter Manager to the List of Classes Exempt from Overtime.

\*Limited Term through November 9, 2022.