



BOARD OF SUPERVISORS
AGENDA LETTER

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Department Name: Human Resources

Department No.: 064

For Agenda Of: April 10, 2018

Placement: Administrative

Estimated Time: N/A

Continued Item: No

If Yes, date from:

Vote Required: Majority

TO: Board of Supervisors

FROM: Department Lori Gentles, Human Resources Director, 568-2816
Director(s)

Contact Info: Robert Clark, Employee Relations Manager, 568-2829
Rudy Martel, Assistant Agricultural Commissioner, 681-5600

SUBJECT: Agricultural/Weights and Measures Inspector Positions and License Incentive

County Counsel Concurrence:

As to form: Yes

Other Concurrence:

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- A. Approve the side letter in Attachment A between Service Employees International Union, Local 620 and the County of Santa Barbara regarding the terms and conditions applicable to the Agricultural/Weights & Measures Inspector I/II/III positions, and Deputy Agricultural Commissioner or Deputy Sealer License incentive pay.
- B. Adopt the resolution in Attachment B to establish the classifications of Agricultural/Weights & Measures Inspector I/II/III positions (Inspector I, Class #0330, Range #0330, \$24.160 to \$29.494 per hour; Inspector II, Class 0331, Range 0331, \$28.030 to \$34.219 per hour; and, Inspector III, Class 0332, Range 0332, \$30.980 to \$37.820 per hour).
- C. Adopt the resolution in Attachment D to amend the Management Personnel Benefits Policy to provide for a 2.5% incentive pay for Agricultural Commissioner License or Sealer of Weights & Measures License for certain management positions, and to describe the vehicle allowance and deduction policies that apply to managers.

D. Determine pursuant to California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4) that the above action is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and therefore is not a project subject to environmental review.

Summary Text:

The recommended action, which was initiated by the Agricultural Commissioner, would establish the civilian job classification series of Agricultural/Weights & Measures Inspector I/II/III which combines the duties of the Agricultural Biologist I/II/III series, and the Weights & Measures Inspector I/II/III series. The proposed wage for the new classification series is 10% higher than that of the existing two classification series. This new combined series is one of the organizational restructuring and efficiencies ideas that was presented in the Renew '22 update report. Having a series in which the employees are licensed to perform both functions will increase efficiency by providing the department the flexibility to assign work duties in all programs to any licensed staff. This improves the department's ability to meet current/new regulatory/ industry workload demands, as well as adjust to staff illnesses and vacations.

The recommended action would also establish a 2.5% incentive pay for employees who are represented by the Union that are successful with obtaining a Deputy Agricultural Commissioner License or Deputy Sealer License and unrepresented employees that serve in deputy classifications that are successful with obtaining the Commissioner or Sealer License. Represented employees (biologists and inspectors), will only qualify to receive the 2.5% for obtaining either a Deputy Agricultural Commissioner License or Deputy Sealer License. Unrepresented employees (deputies), would only qualify for the 2.5% for obtaining either the Commissioner or Sealer License. Once a Biologist/Inspector is promoted to a deputy classification, he/she would no longer receive the 2.5% as well as a deputy that is promoted to an executive classification would no longer receive the 2.5%.

Establishing pools of employees who are licensed and qualified for promotion to management and executive level positions will provide a better, more well-rounded workforce and will facilitate succession planning. Currently, only two Biologist/Inspector level employees possess the Deputy Agricultural Commissioner License, and only two deputies possess the Commissioner or Sealer License. Executive level positions require all four state licenses, Deputy Commissioner, Deputy Sealer, Commissioner and Sealer.

For both recommended actions there will not be a request for any additional General Fund Contribution, all additional costs will be covered by the department's revenue contracts and state aid for agriculture.

The County met and conferred with Service Employees International Union, Local 620, and agreed to the side letter in Attachment A which establishes the initial pay rate, and incentive premium, subject to approval by the Board of Supervisors.

An unrelated ministerial change is proposed to update the Management Personnel Benefits Policy. The current vehicle allowances and deductions for department heads, assistant department heads and board assistants had not been included in the Policy, and are added.

Background:

The Agricultural Biologist and Weights & Measures Inspector provide professional inspection, investigation and enforcement services to the community by executing local,

state, and federal mandated consumer protection and environmental programs in both agricultural and weights and measures disciplines. In establishing the combined series and 2.5% pay which are both found in other Agricultural Departments in the state, this will aid the department in providing staff with professional development, growth and provide succession planning which are vital components for future development in the department. It will also decrease costs and resources needed when filling open positions by providing staff with promotional opportunities.

Fiscal and Facilities Impacts

Budgeted: Yes

It is estimated that four employees will qualify for the Agricultural/Weights & Measures positions in FY 2018-19, which will cost \$38,936. It further estimated that five employees will qualify for the 2.5% incentive pay in FY 2018-19, which will cost \$18,889. For both recommended actions there will not be a request for any additional General Fund Contribution, all additional costs will be covered by the department's revenue contracts and State Aid for Agriculture.

Attachments:

Attachment A: Side Letter between Service Employees International Union Local 620 and the County of Santa Barbara regarding the Agricultural/Weights & Measures Inspector I/II/III positions, and Deputy Agricultural Commissioner or Deputy Sealer License incentive pay.

Attachment B: Resolution to establish the classification of Agricultural/Weights & Measures Inspector I/II/III positions.

Attachment C: Resolution to establish County Agricultural Commissioner or County Sealer License incentive pay for certain management positions, and to include vehicle allowances and deductions. (redline version).

Attachment D: Resolution to establish County Agricultural Commissioner or County Sealer License incentive pay for certain management positions, and to include vehicle allowances and deductions.

Authored by: Robert Clark, Employee Relations Manager
Rudy Martel, Assistant Agricultural Commissioner

cc: Mona Miyasato, County Executive Officer
Cathleen Fisher, Agricultural Commissioner