



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

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

**Department Name:** Human Resources  
**Department No.:** 064  
**For Agenda Of:** July 11, 2023  
**Placement:** Administrative  
**Estimated Time:** Not Applicable  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Maria Elena de Guevara, Human Resources Director,  
Director(s) 805-568-2817  
Contact Info: Yvonne Torres, Assistant Human Resources Director,  
805-568-3075

**SUBJECT:** Extra Help Employee Pay Rates

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence:

As to form:

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Reaffirm that pay rates for extra help employees Countywide will align with the pay rates specified for all classifications of County employees, effective July 10, 2023; and
- b) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guidelines Section 15378(b)(4), since the recommended actions are government fiscal activities which do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

Approval of the recommended actions will align pay rates for extra help employees appointed under Civil Service Rule 905 with the pay rates of regular classified positions. This means that extra help employees will be paid within the adopted pay ranges of the same classifications.

**Background:**

Historically regular and extra help employees pay rates were the same. Starting in 2017, the County incorporated a unit cash allowance into base pay for all employees except those who were extra help. Since that time, the extra help rates of pay have not changed. This has resulted in the extra help pay rates falling far below levels of regular employees, which negatively impacts the County's ability to recruit and hire extra help employees to fill emergency, seasonal and temporary vacancies.

For extra help employees whose existing pay rate is below the pay range for regular employees, Human Resources will implement this change by moving the existing extra help employees into next closest step on the wage table for the associated classifications.

**Fiscal and Facilities Impacts:** Yes

**Budgeted:** No

It is estimated that the costs will be \$818,200. However, costs associated with this change will be absorbed within each affected department's budget.

**Fiscal Analysis:**

General Fund						
State						
Federal						
Fees						
Other:						
Total	\$	-	\$	-	\$	-

**Attachments:** N/A

**Authored by:** Yvonne Torres, Assistant HR Director

**cc:** Human Resources Position Control