



**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: Agriculture/Weights & Measures
Department No.: 051
For Agenda Of: August 28, 2018
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Cathy Fisher, Agricultural Commissioner/Sealer, 681-5600
Directors(s)
Contact Info: Traci Lewis or Kendra Stites, 681-5600
SUBJECT: Amending the Salary Resolution to Update the Master Classification and Salary Plan (Job Classifications and Position Allocations) by Re-establishing an Obsolete Job Class

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Human Resources

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Adopt the resolution in Attachment A to re-establish the classification of Supervising Weights & Measures Inspector (Class #7683, Range #7683, \$33.680 to \$41.1160 per hour), add the classification of Supervising Weights & Measures Inspector – Extra Help (Class #8626, Range #8626, \$33.680 to \$41.116 per hour), and reclassify one (1) vacant 1.0 FTE Agricultural Biologist, Supervising position into the re-established job classification; and
- b) 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/Sealer, would re-establish the civilian job classification of the Supervising Weights & Measures Inspector. For the recommended action there will not be a request for additional General Fund Contribution, all additional costs will be covered by the revenue generated from the fees associated with the County’s cannabis licensing and permitting program and revenue generated from the Weights & Measures permitting

program. Revenue is projected to cover the cost of 1.0 FTE Supervising Weights & Measures Inspector at \$145,800.

Background:

The department deleted the Supervising Weights & Measures Inspector classification in August 2014. It is now requesting the reinstatement of the position due to the increasing workload in the weights & measures programs. The position, under direction of the Deputy Sealer, will plan, supervise, and participate in department operations within assigned programs, including enforcement of federal, state, and local weights & measures laws and regulations and perform other duties as required.

The County met and conferred with Service Employees International Union, Local 620, and union accepted the proposed salary which is equal to that of the Supervising Agricultural Biologist.

Performance Measure:

N/A

Contract Renewals and Performance Outcomes:

N/A

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees	\$ 145,800.00		
Other:			
Total	\$ 145,800.00	\$ -	\$ -

Narrative:

It is estimated the annual revenue generated from fees collected of the County’s cannabis licensing and permitting program and the Weights and Measures permitting program will cover the costs of salary and benefits of this position.

Key Contract Risks:

N/A

Staffing Impacts:

Legal Positions:
N/A

FTEs:
N/A

There are no changes to legal positions or FTE count as a result of the job classification changes and the reclassification of one vacant FTE position will not change the overall number of legal positions or FTE allocated to the department.

Special Instructions:

Please send one (1) copy of the minute order and salary resolution in Attachment A to Stefan Brewer, Position Control Division, Human Resources Department

Attachments:

Attachment A: Resolution to Re-establish the Classification of Supervising Weights & Measures Inspector

Attachment B: Proposed Classification Specification for Supervising Weights & Measures Inspector

Authored by:

Rudy Martel

cc: