



County of Sonoma

State of California

Date: June 9, 2020

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District Amending the County of Sonoma Salary Resolution No. 95-0926, Administrative Management – Bargaining Unit 0050, Appendix A - Salary Tables, to Retitle the Classification of Assistant Agricultural Commissioner to Assistant Agricultural Commissioner/Sealer of Weights and Measures, to Establish the New Classification and Salary for County Communications Specialist, and to Adjust the Salaries for the Clerical Helper and Intern-Work Experience Classifications, Effective June 9, 2020.

Whereas, a classification study of positions in the Department of Agriculture/Weights and Measures resulted in a recommendation to retitle the classification of Assistant Agricultural Commissioner to Assistant Agricultural Commissioner/Sealer of Weights and Measures to better characterize the position’s scope of responsibility; and

Whereas, the Human Resources Department conducted a classification study to develop the new classification of County Communications Specialist to perform day-to-day professional level public information and community engagement work for the County’s new centralized communications division of the County Administrator’s Office; and

Whereas, pursuant to the Employee Relations Policy, Human Resources recommends the County Communications Specialist classification be represented by Administrative Management Bargaining Unit 0050; and

Whereas, Human Resources determined that the new classification is exempt in accordance with the Fair Labor Standards Act; and

Whereas, Human Resources analyzed the compensation for the County Communications Specialist and recommends the salary be set hourly at the beginning range of 4115, as set forth in Attachment A; and

Whereas, the Civil Service Commission approved retitling the classification of Assistant Agricultural Commissioner to Assistant Agricultural Commissioner/Sealer of Weights and Measures and establishing the new County Communications Specialist classification at their May 7, 2020, meeting; and

Whereas, on October 1, 2019, the Santa Rosa City Council passed a local ordinance that would set minimum wage within the boundary of the City at no less than \$15 per hour effective July 1, 2020, for employers with 26 or more employees, which will result in the starting salaries of the classifications of Clerical Helper, Student Intern-High School Extra Help, and Intern-Work Experience, being under this new threshold; and

Whereas, to comply with the City's ordinance Human Resources recommends adjusting the starting hourly salary for Clerical Helper to 1500 and Intern-Work Experience to 1539; and,

Whereas, in order to maintain appropriate differentials between intern classification levels Human Resources recommends hiring high school interns at an advanced step, above \$15 per hour, instead of adjusting the salary scale for Student Intern-High School Extra Help;

Now, Therefore, Be It Resolved that the County Of Sonoma Salary Resolution No. 95-0926, Appendix A - Salary Tables, Administrative Management – Bargaining Unit 0050, be amended to retitle the classification of Assistant Agricultural Commissioner to Assistant Agricultural Commissioner/Sealer of Weights and Measures, to establish the new classification and salary for County Communications Specialist, and to adjust the salaries for the Clerical Helper and Intern-Work Experience classifications, as set forth in Attachment A, Effective June 9, 2020.

Supervisors:

Rabbitt:	Zane:	Gore:	Hopkins:	Gorin:
Ayes:	Noes:	Absent:	Abstain:	

So Ordered.