



MEMORANDUM
HUMAN RESOURCES
County of Placer

TO: Board of Supervisors
FROM: Kate Sampson, Director of Human Resources
BY: Suzanne Holloway, Human Resources Manager
SUBJECT: New Classification of Waste Management Operations Superintendent

ACTION REQUESTED

Adopt an ordinance, introduced April 13, 2021, amending the un-codified Schedule of Classifications and Compensation Ordinance related to the creation of the new classification of Waste Management Operations Superintendent.

BACKGROUND

The Western Placer Waste Management Authority (WPWMA) is a regional agency established in 1978 through a joint exercise of powers agreement between Placer County and the cities of Lincoln, Rocklin, and Roseville to own, operate and maintain a sanitary landfill and all related improvements. WPWMA's facilities consist of the Western Regional Sanitary Landfill and the Materials Recovery Facility (MRF), which includes composting, household hazardous waste, recycling, and buyback facilities. Currently the MRF is staffed and managed by the Placer County Department of Public Works (DPW).

Last year, WPWMA engaged in a labor study conducted by MRG Solutions to identify best practices for the organization as there have been significant increases in the complexity, requirements, and regulations related to the solid waste industry over the last several years. Results of the study included recommendations in the areas of capital improvement, policy development, business development/marketing, and organizational support. These functions are currently limited due to insufficient staffing.

Over the past few months, the Human Resources Department has worked with DPW to validate the staffing needs characterized in the study and identify the work to be assigned to various positions. It was determined that a superintendent position is needed to oversee the operations unit of WPWMA. Based on the scope and level of work assigned, relevant labor market data, and the Countywide classification plan, the salary for this new classification is recommended to be set at Range PROF 252 (approximately \$8,547 - \$10,674 monthly).

FISCAL IMPACT

The estimated annual fiscal impact of the proposed new classification is \$224,654. These costs will be absorbed in the adopted Fiscal Year 2020-21 budget for the Department of Public Works and included in the department's budget proposals for future fiscal years.

ATTACHMENT

Attachment 1 – Ordinance

Before the Board of Supervisors
County of Placer, State of California

In the matter of: An ordinance amending the un-codified Schedule of Classifications and Compensation Ordinance to create the Waste Management Operations Superintendent

Ordinance No.: _____

Introduced: April 13, 2021

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____, by the following vote:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chair, Board of Supervisors

Attest:

Clerk of said Board

THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. That the un-codified Schedule of Classifications and Compensation Ordinance is hereby amended to read as follows (additions to ordinance shown in bold and underline):

ADMIN CODE	CLASSIFICATION TITLE	SALARY PLAN — APPENDIX	GRADE
<u>11807</u>	<u>Waste Management Operations Superintendent</u>	<u>PROF</u>	<u>252</u>

Section 2. That this ordinance shall be effective the first day of the pay period following adoption.

Section 3. That this ordinance amendment is adopted as an un-codified ordinance.

