Legislation Text

File #: 26-786, **Version:** 1

Adopt a resolution approving an amendment to the Alphabetical Listing of Classes and Salaries to add a new classification of Veterans' Benefits Counselor (Supervising) with a monthly salary of $6,870.27 - $8,350.85

Published Notice Required? Yes ____ No _X_
Public Hearing Required? Yes ____ No _X_

DEPARTMENTAL RECOMMENDATION:

The Department of Human Resources (HR) recommends that the Board of Supervisors adopt a resolution to amend the Alphabetical Listing of Classes and Salaries to add the classification of Veterans' Benefits Counselor (Supervising) with a monthly salary of $6,870.27 - $8,350.85.

SUMMARY:

On March 24, 2026, the Board of Supervisors approved the deletion of 1.0 FTE vacant Veterans' Benefits Counselor and the addition of a new Veterans' Benefits Counselor (Supervising) classification. The creation of this new classification will help provide staff training, quality assurance, and oversight of veterans' benefits claims to ensure compliance with federal and State regulations. HR, in collaboration with Veterans Services, developed the classification of Veterans' Benefits Counselor (Supervising) and established the proposed salary range for the position.

FINANCIAL IMPACT:

The approximate fiscal impact of adding the Veterans' Benefits Counselor (Supervising) for the remainder of FY2026/27 is $85,846. Funding for this position was included in the Veterans' Services FY2026/27 Working Budget. The annual fiscal impact of adding the Veterans' Benefits Counselor (Supervising) is approximately $171,693 and will be included in the Veterans' Services future requested budgets.

DISCUSSION:

The Veteran Services Department is a department with seven allocated employees. There is one Director of Veterans Services, one Veterans' Benefits Counselor (Senior), three Veterans' Benefits Counselors, one Office Coordinator, and one Office Assistant II. The creation of this new classification will help provide staff training, quality assurance, and day-to-day oversight of veterans' benefits claims to ensure compliance with federal and State regulations.

The Veterans Benefits Counselor (Supervising) is a single position, first-level supervisory classification that will supervise staff and participate in assisting veterans and their dependents and survivors in understanding and obtaining benefits provided by Federal and State laws and regulations. The new Veterans Benefits Counselor (Supervising) classification was approved by the Civil Service Commission on September 9, 2026.

The proposed monthly salary for this new classification is $6,870.27 per month (Step 1) through $8,350.85 per month (Step 5).

ALTERNATIVES:

The Board of Supervisors could elect not to amend the Alphabetical Listing of Classes and Salaries to add the Veterans' Benefits Counselor (Supervising) at the recommended salary range; however, the Department would not recommend this alternative since this position was previously approved by the Board and will provide the Veterans Services Department with the support needed to provide staff training, quality assurance, and day-to-day oversight of veterans' benefits claims to ensure compliance with federal and State regulations.

OTHER AGENCY INVOLVEMENT:

Pursuant to the County's Employer-Employee Relations Rules and Regulations (EERRR), the Department notified SEIU, Local 1021 of the proposed salary range for the Veterans' Benefits Counselor (Supervising) classification; however, SEIU elected not to meet and confer over the proposed salary range. The County has met its obligation to meet and confer over the proposed salary range for the Veterans' Benefits Counselor (Supervising) classification.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

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