

**..Title**

- a. Amend the Agricultural Commissioner’s Budget Unit 2810-8001-Fund 001-Appropriation AGR001 to reallocate one half (.5) Weights/Measures Inspector III position to one half (.5) Agricultural Inspector/Biologist III position funded with Cannabis revenue; and
- b. Authorize and direct the County Administrative Office and the Auditor-Controller’s Office to incorporate the changes in the FY 2021-22 Adopted Budget; and
- c. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

**..Report**

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend the Agricultural Commissioner’s Budget Unit 2810-8001-Fund 001-Appropriation AGR001 to reallocate one half (.5) Weights/Measures Inspector III position to one half (.5) Agricultural Inspector/Biologist III position funded with Cannabis revenue; and
- b. Authorize and direct the County Administrative Office and the Auditor-Controller’s Office to incorporate the changes in the FY 2021-22 Adopted Budget: and
- c. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

SUMMARY/DISCUSSION

The Office of the Agricultural Commissioner/Sealer of Weights and Measures was allocated with 2.5 FTE positions for work performed in the Cannabis Program; 1.5 FTE positions in Weights and Measures and 1 FTE position in agricultural related programs.

After analyzing utilization hours for the Program, it was determined that much of the work and time is spent in agricultural related programs rather than on weights and measures. For example, in FY 2019/2020, the weights and measures unit posted 414 hours as compared to 1,895 hours posted for agricultural programs work. So far this FY 2020/2021, the weights and measures unit has posted 414 hours, as compared to 1,021 hours posted for agricultural programs work.

This reallocation of an already existing .5 Weights and Measures Inspector to a .5 Agricultural Inspector Biologist will allow the Agricultural Commissioner’s Office to be more efficient with staff time and the work that needs to be done within the Program, while improving the utilization of cannabis funding.

By reallocating the .5 FTE Weights and Measures position to a .5 Agricultural Inspector Biologist, staff will be able to improve efficiency by focusing on the following: pesticide safety, including auditing pesticide records to determine compliance with laws and regulations, pesticide storage, addressing non-compliances issues, investigating pesticide related complaints, environmental effects, preparing investigative reports; nursery inspections, evaluating crop loses/damages due to insect and diseases, identification of pests and diseases of concerned for the industry, and conduct informational sessions on pesticide safety laws and regulations.

The .5 Agricultural Inspector Biologist III position will maintain effective working relationships with the public, cannabis operators, among other stakeholders.

The Department recommends amending the Department to reallocate as follows:

From/To	Class Code	Position Title	Position Number	Position Increase / Decrease	Revised Total FTE
From	30G22	Weights / Measures Inspector III	005	(.5)	5
To	30N22	Agricultural Inspector / Biologist III	032	.5	31.5
Total				0	

OTHER AGENCY INVOLVEMENT:

Human Resources has approved this recommendation. The Cannabis Standing Committee supported approval of this recommendation on July 21, 2021. The Budget Committee supported approval of this recommendation on August 25, 2021.

FINANCING:

There is no change to Monterey County's Cannabis Program funding in the County Administrative Office – Department 1050, Intergovernmental and Legislative Affairs Division – Unit 8054, Cannabis, or the General Fund. There is no change to the Agricultural Commissioner's Budget, the two positions share the same pay scale.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Sheila Salazar, Finance Manager, 759-7381

Approved by: Henry S. Gonzales, Agricultural Commissioner