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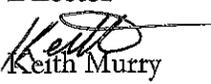
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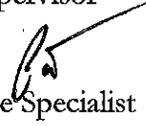
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Memorandum

To: Nicki Neal
Director

Thru: 
Keith Murry
Class Studies Supervisor

From: Pat Morrissey 
Human Resource Specialist

Date: August 1, 2012

Subject: **Agricultural Inspector Study**

Introduction:

The Department of Natural Resources (DNR), Division of Agriculture, requested the study and update of the Agricultural Inspector job class as a fiscal year (FY) 2012 priority.

Study Objectives and Scope:

The formal goals of the study were to review the work of the Agricultural Inspector positions to determine if there should be distinct classes of unlicensed and licensed agricultural inspection work; examine the feasibility of establishing a class series for flexible staffing that recognizes distinct levels of complexity of responsibility; better define a prospective career progression for these positions through flexible staffing; and conduct a salary review and alignment of unlicensed and licensed agricultural inspection work.

The initial request was to study PCNs 103060 and 103075, the two positions allocated to Agricultural Inspector; however, the study was expanded to include PCN 103129 (Development Specialist I (Option B)) and PCN 103048 (Development Specialist II (Option B)), the position responsible for managing the Division of Agriculture's Inspection Services Section. Both of these positions also perform and/or supervise similar agriculturally-related inspection and audit duties and were added to assess if their work was more appropriate to either inclusion in an expanded Agricultural Inspector class series or required establishment of new job classes. It was ultimately determined that the current concepts of the Development Specialist I-II (Option B) class series adequately described the work performed by these positions and there was not a compelling justification to establish new job classes. These positions were eventually removed from the study and processed as updates through the individual allocations process effective June 1, 2012.

Study Contacts:

Fabienne Peter-Contesse (Division Operations Manager) served as formal study contact to coordinate agency activities and Douglas Warner (Development Specialist II (Option B)) provided additional information regarding the work performed by the Inspection Services Section.

Additional contact was made with US Department of Agriculture (USDA) employees David Pompilio, from the Agricultural Marketing Service (AMS), and Dr. Paul McCarthy, from the Animal and Plant Health Inspection Service (APHIS). These contacts were made in order to discuss USDA-issued Fresh Fruits and Vegetables Commodity Grader and Accredited Certification Official licenses.

Pertinent Class Histories:

Agricultural Inspector was established in 1972 as a three-level series, which included Agricultural Inspector I (P6444/SR14), Agricultural Inspector II (P6445/SR16) and Agricultural Inspector III (P6446/SR18). The former Agricultural Inspector I (P6444/SR14) was abolished effective February 1, 1990, and the remaining classes were re-titled to Agricultural Inspector I (P6445/SR16) and Agricultural Inspector II (P6446/SR18). Agricultural Inspector II (P6446/SR18) was abolished February 16, 1994. Available class records do not explain why either class was abolished. The minimum qualifications (MQs) of the remaining job class were broadened and it was re-titled from Agricultural Inspector I to Agricultural Inspector (P6445/SR16) effective January 6, 2000, and the class code was established as PH0220 effective July 1, 2006. Other than clarification of the language of the MQs effective June 23, 2011, there have been no substantial changes to the job class since.

Study Process and Methodology:

A teleconferenced study planning meeting was conducted between the Director of the Division of Agriculture, the manager of the Inspection Services Section, in Palmer, the Division Operations Manager of the Support Services Division, Class Studies Supervisor, and this analyst, in Juneau, on September 8, 2011. This teleconference was conducted to obtain background information, discuss the study request and scope, submission of position descriptions (PDs) and desk audit interviews. It was then determined that the scope of the study would be expanded to include the Development Specialist I (Option B) and Development Specialist II (Option B) positions and that travel for interviews would only be undertaken if initial telephone interviews indicated a compelling business need.

Updated PDs for the two Agricultural Inspectors, one Development Specialist I (Option B) and one Development Specialist II (Option B) positions were submitted to the Division of Personnel and Labor Relations (DOPLR) on October 31, 2011.

The study analyst conducted telephone interviews with the incumbents of the Agricultural Inspector, Development Specialist I (Option B) and Development Specialist II (Option B) positions November 7, 2011, through November 16, 2011. Follow-up supervisory interviews were conducted

telephonically with both the Director of the Division of Agriculture and Development Specialist II (Option B) on January 3, 2012.

Recruitment data for the two Agricultural Inspector positions was reviewed as far back as 2004 and turnover data was reviewed as far back as 1994. Recruitment and turnover data was reviewed as far back as 1999 for the Development Specialist II (Option B) and 2010 for the Development Specialist I (Option B). Based on the data available through June 6, 2012, overall recruitment and retention have not been a significant issue for the Inspection Services Section.

For development of job class concepts and specifications, data compiled from the interviews, historical study and specification files, and PDs were reviewed and compared with current State of Alaska job class specifications as well as those of external agencies, including other states, counties and municipalities. Preliminary concepts were presented in a teleconference with representatives of the Division of Agriculture and Support Services Division on April 12, 2012, and preliminary feedback was sought. It was determined during that discussion that additional examination and analysis would be beneficial and, after additional investigation and review, updated findings and concepts were presented to the Division of Agriculture on the morning of June 6, 2012. Based on feedback received during the second teleconference, formal class specifications were drafted and presented to DNR, departmental HR staff, and Class Studies and Individual Allocations staff for formal review and comment. The class specifications were revised based on the comments and the final position allocations were determined by the afternoon of the same day.

As this study ultimately impacted two positions that perform a significantly unique and readily identifiable body of work, a traditional test allocation was not conducted.

Class Analysis:

Based out of the Division of Agriculture's main office in Palmer, four positions comprised and were initially studied as the inspection and audit staff of the Inspection Services Section: PCN 103048 (Development Specialist II (Option B)), the Section Manager; PCN 103129 (Development Specialist I (Option B)); and PCNs 103060 and 103075 (both Agricultural Inspectors).

Although PCNs 103048 and 103129 (Development Specialists II and I (Option B)) both perform a modicum of inspection work that could be considered for consolidation into an extended Agricultural Inspector class series, overall analysis indicated that this inspection work did not comprise their preponderant responsibilities. These responsibilities involve managing and/or serving as liaisons and consultants for programmatic and opportunity development for various stakeholders within Alaska's agricultural industry. There are also sufficient differences inherent to the competencies for each distinct body of work indicating that the prospective lower levels of Agricultural Inspector might not develop adequate KSAs to perform the work of these positions.

Under direction from the Section Manager, the bulk of the section's inspection and audit work is conducted by PCNs 103060 and 103075, the two Agricultural Inspectors. Their predominant responsibilities require that they coordinate and conduct a broad variety of professional inspection, audit, grading, surveillance and other quality control activities to ensure the compliance of growers, shippers and retailers with all laws and regulations governing the health, safety, quality and labeling of agricultural commodities and their processing and distribution. In relation or addition to their

predominant inspection responsibilities, Agricultural Inspectors also assist Marketing Program staff with retail labeling surveillance and market research and analysis; consult with growers and other stakeholders to provide information on relevant statutes and regulations, licensing and registration requirements and various inspection, audit, marketing and promotional programs; provide relevant training on State agricultural regulations to interagency staff; and serve as members of various interagency working groups and committees to recommend and assess standards and practices and facilitate or participate in various cooperative efforts.

Agricultural Inspectors are required to obtain training from and licenses issued by the USDA in order to legally perform and certify the results and findings of many of their responsibilities, which may include the certification of: condition and grade of fruits, vegetables, dairy and eggs; identification of and treatment for pests in export commodities; retail labeling with respect to country of import origin; and appropriate growing and processing practices. Such training and licensure is conducted and issued according to national standards and, when maintained, is transferrable to employment in other governmental jurisdictions. Certifications issued by licensees are legal findings and are evidentiary in legal proceedings. It should be noted that the Division of Agriculture has previously been required to contract with staff from out-of-state during times that were interim to employing appropriately licensed inspectors.

The State's Agricultural Inspectors are substantially unique when contrasted with their counterparts in other state or federal jurisdictions in that they are responsible for a large geographic area with a relatively small industry and moderate number of agricultural exports. A substantial difference in contrast to their counterparts in other states lies in the small staff size and subsequent broad variety of inspections and audits conducted by the Inspection Services Section. The industry standard is that a typical inspector will be licensed for a single inspection or audit program and, more often than not, a single commodity (e.g., licensed as an ACO performing phytosanitary inspections and certifications of apples for export from Washington to Mexico). In contrast, a full-performance State of Alaska Agricultural Inspector is typically responsible for 7-9 overall programs, 3-5 of which would require licensure.

There have been changes in the work of Agricultural Inspectors since the last classification study. Incumbents were formerly responsible for a specific geographical sub-unit of Alaska and were more heavily focused on conducting a single inspection program; most typically, fruit and vegetable inspections and retail market surveillance. Today, both inspectors are responsible for multiple programs with a statewide jurisdiction. The composition of programmatic responsibility beyond fruit and vegetable inspections and retail market surveillance assigned to a given inspector is determined through a combination of the division's needs and specific complementing staff competencies. Incumbents were also previously responsible for the development of laws and standards for inspection and grade determination; however, that scope of responsibility is now more closely associated with the work of the two Development Specialists (Option B).

The original goal of the study was to examine the feasibility of establishing a multiple level series that reflected the changes in complexity of responsibilities as they corresponded with the acquisition of additional licensure and expansion of a variety of inspection and audit duties. This proposed structure would have started with an unlicensed trainee level and culminated with a multi-licensed advanced level. Although variety of work is a factor for classifying work, it must be considered in conjunction with other comparative factors, such as the nature and complexity of work, the extent

by which the work is controlled by guidelines, latitude of initiative and originality to accomplish responsibilities, scope and purpose of working relationships, scope of decisions and commitments and their related consequence of errors, supervision received from and given to others and qualifications necessary to perform the work.

It should be noted that there were several complications associated with defining levels of work according to changes in licensure: assignments to programs are often prioritized first and foremost on the Division's programmatic need, as opposed to a progressive level of complexity and developed competencies; by their nature, all the regular and recurring programs require similar latitude of substantial independence; none of the programs formally use any of the other programs and licensure as specific prerequisites; and the majority of these programs and their associated licensure are maintained by all current inspection staff¹, which was further complicated by well-established incumbents and a lack of comparative trainee or entry-level personnel.

Inspection and audit responsibilities that either did not require licensure or occurred infrequently (e.g., less than 10% of total responsibilities and/or were considered marginal) were not considered for defining prospective class levels and were defined as secondary inspection and audit programs. Based on requisite licensure and regular frequency of related responsibilities, there were three primary audit programs that could be identified for purposes of defining prospective class levels:

- Fresh Fruit and Vegetables inspection (FFV) and associated retail market surveillance, which requires USDA-issued licensure as an FFV Commodity Grader;
- Phytosanitary Certifications (PCs) for export of agricultural commodities, which requires USDA-issued licensure as an Accredited Certification Official (ACO); and,
- Good Handling Practices/Good Agricultural Practices (GHP/GAP) audits, which requires USDA-issued licensure as a GHP/GAP Auditor.

The FFV inspections and market surveillance are core responsibilities that provide an appropriate foundation for defining any multiple class structure as they are heavily controlled by guidelines, account for a minimum of 34% of a typical Agricultural Inspector's duties and maintain the most minimal qualifications of the three identified primary inspection and audit programs². In contrast, both PCs and GHP/GAP audits require a higher level of combined prerequisite education and/or experience to obtain appropriate licensure³ and broader latitude of prudent judgment in order to function under a variety of vague and potentially conflicting guidelines. Although a distinction could be drawn between the work of one Agricultural Inspector performing FFV inspections and another additionally performing PCs and/or GHP/GAP audits, sufficient distinctions could not be drawn between the work associated with PCs and the GHP/GAP audits to identify an additional level.

The State's classification plan provides for the grouping of positions into job classes when they are sufficiently similar with respect to duties and responsibilities, degree of supervision exercised and received, and entrance requirements so that: 1) the same title can be used to clearly identify each position; 2) the same minimum qualifications for initial appointment can be established for all positions; 3) the same rate of basic pay can be fairly applied to all positions; and 4) employees in a

¹ This includes the Development Specialists I & II (Option B) and both Agricultural Inspectors.

² 7 CFR 51.32 requires that persons be employed by a cooperative federal or state inspection agency to obtain licensure.

³ 7 CFR 353.6(b)(2) requires a combination of education in biological sciences and/or work experience in plant regulatory activities that totals 5 years to earn the ACO, while the USDA's *Agricultural Marketing Service Auditor Criteria* requires a combination of education and/or work experience in an agricultural-related field that equates to a bachelor's degree to qualify as a GHP/GAP Auditor.

particular class are considered an appropriate group for purposes of layoff and recall. Job classes should be constructed as broadly as is feasible as long as the tests of similarity are met.

Analysis indicated that there were sufficient differences in some of the inspection and audit responsibilities to warrant revision of the class concepts from a single job class to multiple classes within a single series. Further analysis indicated that establishment of a purely unlicensed trainee level was not optimal for purposes of personnel administration and resulted in the recommendation to develop a final framework of two classes:

1. A first level inspector that predominantly focuses on conducting a single primary program requiring USDA-issued training and licensure to legally certify results, most typically the inspection and grading of fresh fruit and vegetables and retail market surveillance, and provides a combination of a variety of secondary inspection, grading, audit and surveillance services.
2. A second level inspector that is the fully-proficient inspector who is trained and licensed by the USDA in multiple primary programs of progressively increasing complexity and is responsible to conduct and certify a wide range of both primary and secondary inspections and audits.

Ongoing discussions with and review by the Division of Agriculture revealed that the definable two-class framework was not feasible with regards to the division's business needs and it was determined that the study would proceed with and implement a revised single-level class.

The regular and recurring duties and responsibilities are consistent with Category B (Professional/Managerial) job classes. Category B job classes perform work involving the exercise of creative, analytical, evaluative, and interpretive ability with discretion, judgment, and personal responsibility for the application of an organized body of knowledge that requires a range and depth of specialized and theoretical knowledge of principles, concepts, and practices that is constantly studied to improve data, materials, and methods or involving the primary responsibility for planning, organizing, directing, and controlling resources and program delivery.

Class Title

A class title should be the best descriptive title for the work. It is intended to concisely and accurately convey the kind and level of work performed and should be brief, easily recognized, gender neutral, and understood by potential applicants.

The predominant body of work is the inspection, grading, surveillance and certification of the condition of agricultural commodities and their processing and distribution in order to ensure compliance quality control laws and regulations. Comparison of this work with similar positions from outside the State of Alaska indicates common titles along the lines of Agricultural Inspector or Agricultural Specialist and the current class title remains relevant and appropriate.

The job class will remain titled Agricultural Inspector.

Minimum Qualifications

The minimum qualifications established for a job class must relate to the knowledge, skills, and abilities (KSAs) needed to perform the work and must not create an artificial barrier to employment of individuals in protected classes. Required training should be limited to the basic formal training

that customarily prepares individuals for work in the field. Experience requirements are intended to ensure new employees can successfully perform the work after a period of orientation or familiarization. Required experience should be directly related to the actual duties of positions in the class and should not be equivalent to the work to be performed.

At the core of the primary inspection and audit services provided by the Agricultural Inspector job class are various USDA-issued licenses, which authorize the licensees to independently conduct and legally certify their results and findings. The KSAs necessary to train for and perform the work authorized by such licensure may be developed through progressive, "hands-on" experience; however, State of Alaska Agricultural Inspectors are unique with respect to the diversity of inspection and audit programs conducted by a single Agricultural Inspector when compared to counterparts employed in other governmental jurisdictions. This rises dramatically in consideration of the requisite knowledge of agricultural practices, commodities and pertinent diseases and pests necessary to conduct the multiple programs expected of a fully proficient incumbent.

This knowledge may be obtained through a course of study equivalent to a bachelor's degree from an accredited college in agriculture, horticulture, botany, phytopathology, entomology, biology, environmental sciences or other closely related field; experience examining, sorting and documenting agricultural commodities (e.g., fresh fruits, vegetables, seed, grains, nursery or horticultural stock, eggs, meat, dairy) for grade and/or the presence of pests, disease, or contaminants; performing plant or seed culture, propagation or harvest; conducting field inspection, sampling and/or eradication programs for disease, pest, or contaminant control; and/or ensuring compliance with regulations for shipping agricultural commodities across state or national borders; acquisition of specific USDA-issued licenses; or some combination thereof.

Appropriate USDA-issued licensure in multiple programs is a requirement to conduct and certify any primary inspection or audit program for which the Division of Agriculture is responsible. It is not practical that otherwise eligible candidates for employment will have previously earned at least two licenses elsewhere. Incumbents will be required to earn and maintain some combination of two or more licenses within two years of appointment.

Class Outline

A Class Code is assigned based on the placement of the job class in the classification schematic of Occupational Groups and Job Families. Occupational Groups are made up of related Job Families and encompass relatively broad occupations, professions, or activities. Job Families are groups of job classes and class series that are related as to the nature of the work performed and typically have similar initial preparation for employment and career progression.

Agricultural Inspectors coordinate and conduct inspection, grading, surveillance and other quality control activities to ensure compliance of growers, shippers and retailers with all laws and regulations governing the health, safety and quality of agricultural commodities and their processing and distribution.

Agricultural Inspectors were briefly considered for assignment to the Business Development and Regulation Group (PC). More specifically, they were considered for the Environmental Health job family (PC04), which includes classes of positions that advise on, administer, supervise, or perform professional or paraprofessional work related to ensuring compliance with food and sanitation laws

and regulations. Analysis indicated that the specialized knowledge of agriculture, horticulture, botany, phytopathology and/or entomology necessary to perform the full spectrum of work was more appropriate to another job family, outside of the PC group.

The Agricultural Inspector job class remains assigned to the Biological Sciences Group (PH). Within the PH group, the Agricultural Inspector job class is specifically assigned to the Agricultural job family (PH02). This family includes classes of positions that advise on, administer, supervise or perform work related to agricultural activities including crop and livestock production, inspection, management and development, and animal husbandry. Initial preparation for employment is typically through advanced education with subsequent career progression based on progressively responsible experience.

Accordingly, the Agricultural Inspector job class is assigned the following Class and AKPAY codes:

Agricultural Inspector Class Code: **PH0220** AKPAY Code: **P6445**

Fair Labor Standards Act

The positions in this study are covered by the minimum wage and maximum hour provisions of the Fair Labor Standards Act of 1938, as Amended (FLSA). While exemption from the provisions of the Act are determined based on the specific circumstances of an individual employee on a work-week basis, there are general aspects of the classes and their influence on the exemptions for employees in bona fide executive, professional, or administrative positions that can be addressed in general.

Agricultural Inspectors do not meet the executive criteria for exemption. To meet the criteria for exemption as executive employees, the primary duty must be the management of a customarily recognized subdivision of the enterprise in which the employee is employed, must include the customary and regular direction of the work of two or more other employees, and must include the authority to hire or fire other employees or make suggestions and recommendations that are given particular weight in the hiring, firing, advancement, promotion or any other change of status of other employees. Employees of the Agricultural Inspector job class do not exercise supervisory authority and are precluded from this exemption.

Agricultural Inspectors do not meet the administrative criteria for exemption. To meet the criteria for exemption as administrative employees, the primary duty must be the performance of office or non-manual work directly related to the management or general business operations of the employer or the employer's customers and must include the exercise of discretion and independent judgment with respect to matters of significance. Employees of the Agricultural Inspector job class conduct and coordinate inspection, grading, surveillance and other quality control activities to ensure compliance of growers, shippers and retailers with all laws and regulations governing the health, safety and quality of agricultural commodities and their processing and distribution. These responsibilities are direct line functions of the Division of Agriculture.

Agricultural Inspectors do not meet the professional criteria for exemption. To meet the criteria for exemption as professional employees, the primary duty must be the performance of work that requires knowledge of an advanced type in a field of science or learning that is customarily acquired by a prolonged course of specialized intellectual instruction, or that requires invention, imagination,

originality or talent in a recognized field of artistic or creative endeavor. The knowledge requisite to perform the primary responsibility of the Agricultural Inspector job class may be obtained through progressive work experience in lieu of prolonged course of specialized intellectual instruction.

Although final determinations are made on an individual basis, there are sufficient characteristics to indicate that employees of the Agricultural Inspector job class are eligible for overtime.

Internal Alignment:

Alignment Methodology

Under internal alignment, the salary range of a job class is determined based on internal consistency within the State's pay plans with the goal of providing fair and reasonable compensation for services rendered and maintaining the principle of like pay for like work. In evaluating internal consistency, the difficulty, responsibility, knowledge, skills, and other characteristics of a job are compared with job classes of a similar nature, kind, and level first in the same job family; then within other job families within the same occupational group. Comparisons with classes in job families outside the occupational group are made when similarities are sufficient to provide valid relationships, the comparisons within the occupational group are few, and/or when the class has particular characteristics that justify comparisons with another job family. The greater the similarity with the study class the more weight should be given. Comparisons within the job family are typically given greater weight than those outside of the job family.

As previously determined, the Agricultural Inspector job class is assigned to the PH (Biological Sciences) group and, more specifically, to the PH02 (Agricultural) family.

The PH02 family is only composed of the Agricultural Inspector and Agronomist I-III job classes. Expansion of the review to include other Category B (professional) job classes within the PH group revealed comparable classes primarily from the PH03 (Natural Resources and Forestry) family.

Range	Job Class	Description	Range Characteristics
Range 14	Nat. Resource Spec. I (PH0311)	Performs entry level professional work in the development, administration, analysis or implementation of programs to manage land, water, mineral, forest, oil, gas, agricultural, natural and cultural history, parks and related resources.	<p>These classes perform entry level professional work related to resource regulation, development, propagation and protection.</p> <p>The work is primarily characterized by close supervision and assignments of basic or elementary tasks and duties typically designed to provide experience and preparation for work at the journey level.</p> <p>Preparation for these job classes is typically through a combination of advanced education and/or technical experience.</p>
	Forester I (PH0361)	Entry level professional responsible for assisting senior foresters in the planning, development, administration and management of Forest Resources.	
	Park Specialist (PH0410)	Entry level professional that provides support services to preserve and protect natural, cultural and historic park resources, provide a safe environment for park users, and enhance the park visitor's recreational and educational experience.	
Range 15	There were no Category B classes aligned to salary range 15 within the PH group.		
Range 16	Agronomist I (PH0211)	Full-performance level professional performing plant culture work, seed analysis	These classes perform journey or full proficiency level professional work related to

		and related research.	resource regulation, development, propagation and protection.
	Nat. Resource Spec. II (PH0312)	Performs journey level professional work in the development, administration, analysis or implementation of programs to manage the land, water, mineral, forest, oil, gas, agricultural, natural and cultural history, parks, and related surface and subsurface resources.	<p>The work is characterized by a variety of assignments typical to the profession and performed with significant latitude of independence, initiative and judgment. Preparation for these job classes is typically through a combination of advanced education and entry level professional experience.</p>
	Forester II (PH0362)	Journey level responsible for the professional planning, development, administration, protection and management of forest resources.	
	Park Ranger I (PH0411)	Journey level commissioned peace officer responsible for enforcement of state statutes and park regulations with authority to carry a firearm, investigate criminal activity, interview and interrogate witnesses or suspects, issue citations, collect evidence and make arrests.	
Range 17	Biometrician I (PH0141)	First working level professional performing biometric research, analysis and problem solving for fish and wildlife research and management programs.	<p>Classes at this range typically perform professional, scientific work that is advanced in comparison to that of other class series.</p> <p>This work is characterized by advanced knowledge in a specialized discipline of the scientific field. Preparation for these job classes is typically through graduate-level advanced education.</p>
	Fisheries Geneticist I (PH0161)	Journey professional who plans and conducts genetic research, analysis and problem solving for fish and shellfish research and management programs.	
	Wildlife Physiologist I (PH0171)	Performs journey professional physiologist work in designing, conducting, and implementing wildlife physiology research investigations	
Range 18	Agronomist II (PH0212-B)	First supervisory level performing plant culture work, seed analysis and related research.	<p>These classes perform advanced and/or supervisory level professional work related to resource regulation, development, propagation and protection.</p> <p>This work is characterized by substantial lead or supervisory experience and/or assignments that are unusual or exceptional to those typically found in the main body of work through an expanded scope of impact, controversy and public scrutiny.</p> <p>Preparation for these job classes is through a combination of advanced education and journey level professional experience.</p>
	Nat. Resource Spec. III (PH0313)	Performs advanced level professional work that is characterized by high probability of litigation, significant public scrutiny, innovation to develop solutions that meet the needs of multiple disciplines and organizations, advanced expertise in a specific natural resource area and substantial statewide economic impact.	
	Nat. Resource Manager I (PH0321)	Supervisor of an organizational unit(s) performing professional work in the development, administration, analysis or implementation of programs to manage the land, water, mineral, forest, oil, gas, agricultural, natural and cultural history, parks and related surface and subsurface resources.	
	Forester III (PH0363)	Advanced level professional responsible for either implementing complex Forest Resource Management Programs or supervising, and implementing forest and fire programs and fire support functions for	

		a statewide cooperative program or both the Fire and Resource Programs in a less complex geographical area.	
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It should be noted that one contrast consistent to all of the substantially comparable job classes is the licensure required of the Agricultural Inspector, whose incumbents must possess and maintain USDA-issued licenses to perform predominant responsibilities. Depending on the specific program, these licenses require current employment by a cooperating state or federal agency and a combination of up to five years of prior relevant education and/or experience.

The presence (or lack) of a given license is not in itself a specific factor for determining the salary range of a job class. Under internal alignment, a license is evaluated through its cumulative effects on other comparative factors, such as the nature and complexity of work, latitude of initiative and originality to accomplish responsibilities, scope of decisions and commitments and their related consequence of errors, as permitted by the license, and the qualifications necessary to both perform the work and obtain the license. As a brief example, the professionally licensed engineer may legally approve and stamp project plans; whereas, the unlicensed engineering assistant applies engineering concepts to oversee various projects but cannot legally provide their final approval. In this example, it is the differences in scope and consequence of decision-making between the two levels of work that are contrasted.

Agricultural Inspector is the fully-proficient inspector who is trained and licensed in multiple primary programs and is responsible to exercise independent judgment in conducting and certifying a wide range of both primary and secondary inspections and audits in support of various State, federal and international agricultural quality control regulations, programs or industry requests. Licenses appropriate to this level require combinations of prior education and/or experience that is equivalent to a bachelor's degree, plus one additional year of experience.

The Agricultural Inspector shares many similarities with the reviewed range 16 classes in overall nature of work, non-fish and wildlife resource subject matter, variety and complexity of assigned responsibilities, latitude of independence from supervision, control of work by guidelines, latitude to approach and perform assignments, overall nature and scope of decisions and recommendations, consequence of error and qualifying education and experience. It should be noted that the Agricultural Inspector performs similar surveillance activities of substantive legal weight as the Park Ranger I; however, the nature is very dissimilar as the Park Ranger I is a commissioned peace officer whose activities are more directly associated with criminal law enforcement and further valid comparisons cannot not be sufficiently drawn.

The Agriculture Inspector job class shares the greatest overall aggregation of similarities with regards to nature and complexity of work, supervision received and given to others, control by formal guidelines, interpersonal relationships, scope and consequence of decisions and basic requisite qualifications with those classes aligned to salary range 16.

Conclusions:

The intended goals of the study were to review the work of the Agricultural Inspector positions to determine if there should be distinct classes of unlicensed and licensed agricultural inspection work,

examine the feasibility of establishing a flexibly-staffed class series that recognizes distinct levels of complexity of responsibility, better define a prospective career progression for these positions through flexible staffing and conduct a salary review and alignment of unlicensed and licensed agricultural inspection work.

A multiple level class structure was not defined and established. The appropriate class specification has been revised to accurately reflect the work as performed. The current job class, PH0220, will remain titled Agricultural Inspector and aligned to salary range 16.

The preceding job analysis and review of the remaining studied positions for exemption under the FLSA indicates that employees of the Agricultural Inspector job class do not meet the criteria for exemption and are eligible for overtime.

The job class revisions and all related study actions are effective August 1, 2012.

Correspondence on the allocation of study positions is being distributed through the OPD system.

Attachments

Final class specification
Allocation Spreadsheet

cc: Jeanmarie Davis
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