



Mendocino County

Legislation Details (With Text)

File #: 24-0271 **Version:** 1 **Name:**
Type: Approval **Status:** Consent Agenda
File created: 2/12/2024 **In control:** Human Resources
On agenda: 2/27/2024 **Final action:**
Title: Adoption of Resolution Amending the Position Allocation Table as Follows: Budget Unit 2310, Add 1.0 FTE Program Administrator, \$74,048.00 - \$90,022.40/Annually and Delete 1.0 FTE Program Manager, Position No. 4375, \$88,296.00 - \$107,328/Annually

Sponsors:

Indexes:

Code sections:

Attachments: 1. Resolution 24-028, 2. Resolution

Date	Ver.	Action By	Action	Result
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To: BOARD OF SUPERVISORS

From: Human Resources

Meeting Date: February 27, 2024

Department Contact: Denise Bartolomei

Phone: 707-234-6600

Department Contact: Brandy Dalzell

Phone: 707-234-6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Amending the Position Allocation Table as Follows: Budget Unit 2310, Add 1.0 FTE Program Administrator, \$74,048.00 - \$90,022.40/Annually and Delete 1.0 FTE Program Manager, Position No. 4375, \$88,296.00 - \$107,328/Annually

Recommended Action/Motion:

Adopt Resolution amending the position allocation table as follows: Budget unit 2310, add 1.0 FTE Program Administrator, \$74,048.00 - \$90,022.40/annually and delete 1.0 FTE Program Manager, position No. 4375, \$88,296.00 - \$107,328/Annually; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On June 20, 2023, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2023-2024 Budget, Resolution Number 23-109

Summary of Request:

The Human Resources Department is charged, as part of the overall maintenance of the classification and compensation plan, to evaluate current classifications, create new classifications (including appropriate salary levels), reclassify positions, examine requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

The Sheriff's Department has requested the addition of 1.0 FTE Program Administrator and the deletion of 1.0 FTE, Program Manager, position number 4375. The Sheriff's Office is restructuring its Professional Standards Bureau to streamline services while reducing overall budget related to General Fund salaries in budget unit 2310. Currently position number 4375 is vacant and the staffing need is equivalent to the duties and responsibilities of a Program Administrator.

The impact shown below for this fiscal year is calculated at Step 5 during pay period 06-24 (March 3, 2024) and includes the cost of benefits. The annual recurring cost shown below is calculated at Step 5 including the cost of benefits.

Alternative Action/Motion:

Do not adopt recommendation and direct staff.

Strategic Plan Priority Designation: An Effective County Government

Supervisory District: All

Vote Requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: Budget Unit 2310

current f/y cost: (\$10,183.68) *Combined savings, includes cost of benefits*

budget clarification:

annual recurring cost: (\$29,419.52), *Combined savings, includes cost of benefits*

budgeted in current f/y (if no, please describe): N/A

revenue agreement: N/A

AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL: Yes

CEO Liaison: Cherie Johnson, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Atlas Pearson, Senior Deputy Clerk

Date: February 27, 2024

Final Status: **Adopted**

Executed Item Type: Resolution

Number: 24-028

