



Mendocino County

Legislation Details (With Text)

File #: 24-0093 **Version:** 1 **Name:**
Type: Approval **Status:** Consent Agenda
File created: 1/8/2024 **In control:** Human Resources
On agenda: 1/23/2024 **Final action:**
Title: Adoption of Resolution Amending the Position Allocation Table as Follows: Budget Unit 1110, Add 1.0 FTE Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/Annually, and Delete 1.0 FTE Accountant-Auditor II, Position No. 4523; and Authorizing Reclassification of Accountant-Auditor II to Senior Accountant-Auditor

Sponsors:

Indexes:

Code sections:

Attachments: 1. Resolution 24-011, 2. Resolution

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

From: Human Resources

Meeting Date: January 23, 2024

Department Contact: William Schurtz

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 1110, Add 1.0 FTE Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/Annually, and Delete 1.0 FTE Accountant-Auditor II, Position No. 4523; and Authorizing Reclassification of Accountant-Auditor II to Senior Accountant-Auditor

Recommended Action/Motion:

Adoption of resolution amending the Position Allocation Table as follows: Budget Unit 1110, add 1.0 FTE Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/annually, and delete 1.0 FTE Accountant-Auditor II, Position No. 4523; and authorizing reclassification of Accountant-Auditor II to Senior Accountant-Auditor; and authorize Chair to sign name.

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.

At the request of the Acting Auditor-Controller, Treasurer-Tax Collector, Human Resources completed a classification study of Accountant-Auditor II incumbent. At its January 17, 2024, meeting, the Civil Service Commission approved the reclassification of Senior Accountant-Auditor from Accountant-Auditor II.

The impact shown below for this fiscal year is calculated at Step 5 during pay period 04-24 (February 4, 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 1110

current f/y cost: **\$7,585** *Includes cost of benefits*

budget clarification: Department will work with fiscal and absorb additional costs.

annual recurring cost: **\$161,312** *Includes cost of benefits*

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

revenue agreement: N/A

AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL: Yes

CEO Liaison: Steve Dunncliff, Deputy CEO

CEO Review: Choose an item.

CEO Comments:

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Executed By: Atlas Pearson, Senior Deputy Clerk

Date: January 25, 2024

Final Status: **Adopted**

Executed Item Type: Resolution

Number: 24-011

