



# Mendocino County

## Legislation Text

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File #: 24-0012, Version: 1

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**To: BOARD OF SUPERVISORS**

**From:** Human Resources

**Meeting Date:** January 9, 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 Establishing the New Classification of Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/Annually

**Recommended Action/Motion:**

Adoption of Resolution establishing the new classification of Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/annually; 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 Auditor-Controller, Treasurer-Tax Collector, Human Resources completed a study on the Accountant-Auditor series (I, II). The Accountant-Auditor series currently contains a level I and II which was approved the Board of Supervisors at its April 19, 2022, meeting. As a result of the study, it was determined a Senior level classification is appropriate to be added to the existing Accountant-Auditor series. By adding this classification, it supports the county's commitment to align with its goals and objectives by investing in employee professional growth. This role will enhance operational efficiencies in the departments as well as this position will focus on the more complex duties at an advanced journey level. The Senior Accountant-Auditor will supervise Accountant-Auditor's I and II.

Human Resources has created a new classification specification for Senior Accountant-Auditor and at its December 8, 2023, meeting, the Civil Service Commission approved the Senior Accountant-Auditor classification.

This request is to establish the classification of Senior Accountant-Auditor and to establish the recommended salary of \$78,062.40 - \$94,889.60/Annually.

The County has fulfilled its obligations under Myers-Milias Brown Act (MMBA) with the affected bargaining units.

**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:** N/A

**budget clarification:** N/A

**annual recurring cost:** N/A

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

This request is only to establish the new classification and establish the salary. **revenue agreement:** N/A

**AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL:** Yes

**CEO Liaison:** Cherie Johnson, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Senior Deputy Clerk

Date: January 9, 2024

Final Status: **Adopted**

Executed Item Type: Resolution

Number: 24-006

