



# Mendocino County

## Legislation Details (With Text)

**File #:** 20-0533 **Version:** 1 **Name:**  
**Type:** Resolution **Status:** Agenda Ready  
**File created:** 6/8/2020 **In control:** Human Resources  
**On agenda:** 6/23/2020 **Final action:**  
**Title:** Discussion and Possible Action Including the Adoption of Resolution Superseding Resolution No. 19-394; Adopting the New Classification of Senior Risk Analyst, Salary No. 3696; Amending the Position Allocation Table as Follows: Budget Unit 0713 - Delete 1.0 FTE Risk Analyst, Add 1.0 FTE Senior Risk Analyst; and Reclassification of Affected Incumbent (Sponsor: Human Resources)  
**Sponsors:** Human Resources

**Indexes:**

**Code sections:**

**Attachments:** 1. 06.23.20 HR EO - Risk Analyst and Sr. Risk Analyst PAT Change - RESO, 2. Resolution 20-087

Date	Ver.	Action By	Action	Result
6/23/2020	1	Board of Supervisors		
6/23/2020	1	Board of Supervisors		

**To: Board of Supervisors**

**From:** Human Resources

**Meeting Date:** June 23, 2020

**Department Contact:** William Schurtz

**Phone:** 234.6600

**Department Contact:** Juanie Cranmer

**Phone:** 234.6600

**Item Type:** Regular Agenda

**Time Allocated for Item:** 30 Mins

**Agenda Title:**

Discussion and Possible Action Including the Adoption of Resolution Superseding Resolution No. 19-394; Adopting the New Classification of Senior Risk Analyst, Salary No. 3696; Amending the Position Allocation Table as Follows: Budget Unit 0713 - Delete 1.0 FTE Risk Analyst, Add 1.0 FTE Senior Risk Analyst; and Reclassification of Affected Incumbent (Sponsor: Human Resources)

**Recommended Action/Motion:**

Adopt Resolution superseding Resolution No. 19-394; adopting the new classification of Senior Risk Analyst, Salary No. 3696; amending the Position Allocation Table as follows: Budget Unit 0713 - delete 1.0 FTE Risk Analyst, add 1.0 FTE Senior Risk Analyst; and reclassification of affected incumbent, and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On June 18, 2019, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2019-

2020 Budget, Resolution number 19-200. On December 10, 2019, the Board adopted Resolution No. 19-394.

**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.

On December 10, 2019, the Board adopted Resolution No. 19-394 changing the title of Risk Analyst to Senior Risk Analyst; the intent of this item is to supersede Resolution No. 19-394 and seek Board adoption of a NEW classification of Senior Risk Analyst (retaining the classification of Risk Analyst as it was prior to the adoption of Resolution No. 19-394); and the deletion of one (1.0) FTE Risk Analyst allocation position no. 4030 and addition of one (1.0) FTE Senior Risk Analyst. This item also seeks Board authorization to reclassify affected incumbent to the new classification of Senior Risk Analyst.

The fiscal details shown below include wages and the cost of benefits calculated at Step 2 of Senior Risk Analyst; this action will result in an increase of wages and benefits of approximately \$9,105/annually over current costs (non-general fund).

**Alternative Action/Motion:**

Do not adopt recommendation and direct staff.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** 0713 (Non-General Fund)

**current f/y cost:** \$136,425.

**annual recurring cost:** \$136,425.

**budget clarification:** Funding is available in Budget Unit 0713 (Non-General Fund)

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

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Executed By: Atlas Pearson, Deputy Clerk I

Date: June 30, 2020

Final Status: **Adopted**

Executed Item: **Resolution** Number: 20-087

