



# Mendocino County

## Legislation Details (With Text)

**File #:** 21-0623      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Consent Agenda  
**File created:** 5/21/2021      **In control:** Human Resources  
**On agenda:** 6/8/2021      **Final action:**  
**Title:** Adoption of Resolution Correcting Resolution No. 21-035 Bargaining Unit Designation of Administrative Assistant in Budget Unit 1610  
**Sponsors:** Human Resources  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Resolution 21-082, 2. 06.8.21 #21-000 HR Correction of Resolution No. 21-035 Reso jc.pdf

Date	Ver.	Action By	Action	Result
6/8/2021	1	Board of Supervisors		

**To:** Board of Supervisors

**From:** Human Resources

**Meeting Date:** June 8, 2021

**Department Contact:** William Schurtz

**Phone:** 234.6600

**Department Contact:** Juanie Cranmer

**Phone:** 234.6600

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Adoption of Resolution Correcting Resolution No. 21-035 Bargaining Unit Designation of Administrative Assistant in Budget Unit 1610

**Recommended Action/Motion:**

Adopt Resolution correcting Resolution No. 21-035 Bargaining Unit designation of Administrative Assistant in Budget Unit 1610; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On June 23, 2020, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2020-2021 Budget, Resolution Number 20-079. On March 23, 2021 the Board of Supervisors adopted Resolution No. 21-035 Amending Position Allocation Table.

**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 March 23, 2021 Resolution No. 21-035 adopted by the Board contained an error in the designation of 1.0 FTE Administrative Assistant in Budget Unit 1610 to the Confidential Bargaining Unit; this position should be designated to Service Employees International Union (SEIU). The purpose of this agenda item and accompanying resolution is to correct the errant bargaining unit designation.

**Alternative Action/Motion:**

Do not adopt Resolution correcting Resolution No. 21-035 and direct staff.

**Supervisory District:** All

**vote requirement:** Majority

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

**Fiscal Details:**

**source of funding:** N/A

**current f/y cost:** N/A

**annual recurring cost:** N/A

**budget clarification:** N/A

**budgeted in current f/y:** N/A

**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:**

**FOR COB USE ONLY**

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**Executed By:** Atlas Pearson, Deputy Clerk I

**Date:** June 9, 2021

**Final Status:** Adopted

**Executed Item Type:** Resolution **Number:** 21-082

