



Mendocino County

Legislation Text

File #: 17-0440, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: June 20, 2017

Department Contact: Heidi Dunham

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Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Authorizing Change to the Position Allocation Table as Follows: Change Classification Title of Operations Specialist to the Classification of Hazardous Material Operations Specialist

Recommended Action/Motion:

Adopt Resolution authorizing changes to the Position Allocation Table as follows: change classification title of Operations Specialist to Hazardous Material Operations Specialist; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On June 21, 2016, the Board of Supervisors adopted the Master Position Allocation Table for FY 2016-2017 Budget, Resolution No. 16-071.

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 grades adjustments, analyze allocations, and make recommendations for addition, modifications, and corrections.

During a recent review of the classification of Operations Specialist, Human Resources studied similar classifications among comparison counties finding that the majority of those agencies identified their hazardous materials and hazardous incident related positions with "Hazardous Materials" in their titles. Changing the title to conform with those commonly known throughout the Environmental Health field may facilitate larger applicant pool, by attracting applicants who are interested and qualified in the field of work related to hazardous material and hazardous incidents.

The Civil Service Commission approved the recommended title change at their meeting on May 17, 2017. The County has fulfilled its obligation with the affected bargaining unit.

Alternative Action/Motion:

Direct staff to study alternatives.

Supplemental Information Available Online at: N/A

Fiscal Impact:

Source of Funding: N/A

Current F/Y Cost: N/A

Budgeted in Current F/Y: Yes

Annual Recurring Cost: N/A

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

Comments: