



Mendocino County

Legislation Text

File #: 20-0066, Version: 1

To: Board of Supervisors

From: Human Resources

Meeting Date: March 10, 2020

Department Contact: William Schurtz

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Department Contact: Juanie Cranmer

Phone: 234-6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Amending Resolution No. 10-006 Implementing the Terms and Conditions of Employment for Unrepresented Management Employees and Exempt Elected Officials to Designate Chief Operations Officer - Health and Human Services Agency as Unrepresented and, as Administrative Clean up, Include Previously Adopted Unrepresented Classifications Not Currently Reflected in the Resolution Including: Administrative Project Manager - Measure B, Sheriff's Business Services Officer and County Health Officer, and the title change of Risk Analyst to Senior Risk Analyst

Recommended Action/Motion:

Adopt Resolution amending Resolution No. 10-006 Implementing the Terms and Conditions of Employment for Unrepresented Management Employees and Exempt Elected Officials to designate Chief Operations Officer - Health and Human Services Agency as Unrepresented and, as administrative clean up, include previously adopted Unrepresented classifications not currently reflected in the Resolution including: Administrative Project Manager - Measure B, Sheriff's Business Services Officer and County Health Officer, and the title change of Risk Analyst to Senior Risk Analyst; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On January 5, 2010, the Board of Supervisors adopted Resolution No. 10-006. On November 5, 2013, the Board amended Resolution No. 10-006 through the adoption of Resolution No. 13-109. On September 12, 2017, the Board amended Resolution No. 10-006 through the adoption of Resolution No. 17-128. On March 27, 2018, the Board amended Resolution No. 10-006 through the adoption of Resolution No. 18-048. On October 2, 2018, the Board amended Resolution No. 10-006 through the adoption of Resolution No. 18-150. On March 12, 2019, the Board approved the adoption of Resolution No. 19-141; on July 9, 2019, the Board approved the adoption of Resolution No. 19-204; on November 19, 2019, the Board adopted Resolution No. 19-392; 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), make bargaining unit determinations, reclassify positions, examine requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

Resolution No. 10-006, and as amended by Resolution Nos. 13-109, and 17-128, 18-048 and 18-150 identifies Unrepresented classifications and implements terms and conditions of employment for unrepresented employees. Through the adoption of Resolution No. 18-150 on October 2, 2018, classifications serving as assistant department head (second in command) were removed from representation by bargaining unit and designated as Unrepresented; the attached resolution proposes to amend Resolution No. 10-006 (and its various amendments as listed above) to designate the Chief Operations Officer - Health and Human Service Agency, currently represented by Department Head Association, as Unrepresented as it is not a department head and serves as assistant (second in command) to the department head. Human Resources has fulfilled its obligations with the affected Bargaining Unit.

This agenda item further proposes amend Resolution No. 10-006, (and its various amendments as listed above), as administrative cleanup, to include the following Unrepresented classifications not currently reflected in Resolution 10-006 and its various amendments: Administrative Project Manager - Measure B, adopted on March 12, 2019, Sheriff's Business Services Officer, adopted on July 9, 2019 and County Health Officer, adopted on November 19, 2019, and the title change of Risk Analyst to Senior Risk Analyst adopted on December 10, 2019.

Alternative Action/Motion:

Do not adopt proposed Resolution 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

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

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Executed By: Lindsey Dunham, Deputy Clerk I

Date: March 11, 2020

Final Status: **Withdrawn**

