



Mendocino County

Legislation Text

File #: 19-1118, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: December 10, 2019

Department Contact: Cherie Johnson
Department Contact: Juanie Cranmer

Phone: 234-6600
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Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Resolution Changing the Title of the Classification of Risk Analyst to Senior Risk Analyst and Amending the Position Allocation Table as Follows: Budget Unit 0713 - Position No. 4030 Change Title from Risk Analyst to Senior Risk Analyst

Recommended Action/Motion:

Adopt Resolution changing the title of the classification of Risk Analyst to Senior Risk Analyst and amending the Position Allocation Table as follows: Budget Unit 0713 - Position No. 4030 change title from Risk Analyst to Senior Risk Analyst; 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.

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 Executive Office, Human Resources conducted a classification study of the Risk Analyst position. This study included researching classifications and organizational structures used by other Counties. It has been determined that although the existing Risk Analyst does perform with a high level of independence including supervision of staff, this advanced journey-level of work would likely exist unless an incumbent were in a training capacity. There is not an organizational need at this time for the creation of a series; however, it is the desire of the department to change the title of the existing Risk Analyst to Senior Risk Analyst to indicate the performance of duties in advanced journey-level capacity.

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: Budget Unit 0713

current f/y cost: No Change NCC

annual recurring cost: No Change NCC

budgeted in current f/y: Yes

if no, please describe:

revenue agreement: N/A

budget clarification: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: No

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Lindsey Dunham, Deputy Clerk I

Date: December 17, 2019

Final Status: **Adopted**

Executed Item Number: **Resolution** Number:
19-394

