



County of Sonoma

State of California

Date: July 8, 2025

Item Number: _____

Resolution Number: _____

☐ 4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California,
Amending the Department Allocation List for the County Administrator's Office, Department
of Health Services, Regional Parks, and the Sheriff's Office, Effective July 8, 2025.**

Whereas, during the Fiscal Year 2025-2026 budget hearing process, the Board of Supervisors supported a recommendation made by the County Executive to delete 9.25 full-time equivalent vacant allocations in the County Administrator's Office, Department of Health Services, and Regional Parks that had been vacant for at least 12 months; and

Whereas, on June 10, 2025, the Board of Supervisors approved the adoption of the Fiscal Year 2025-2026 budget; and

Whereas, Human Resources needs authority from the Board to effectuate the deletion of the 9.25 allocations in alignment with the recommendation; and

Whereas, on June 5, 2025, the Civil Service Commission approved a classification study conducted by Gallagher Benefit Services, Inc. to reclassify a 1.0 full-time equivalent (FTE) Administrative Aide to a 1.0 FTE Department Analyst and retain the incumbent in accordance with Civil Service Rule 3.3B; and

Whereas, on June 5, 2025, the Civil Service Commission approved a classification study by Human Resources to reclassify a 1.0 FTE Community Services Officer II to a 1.0 FTE Public Information Specialist and retain the incumbent in accordance with Civil Service Rule 3.3B; and

Whereas, on January 18, 2024, the Civil Service Commission approved a classification study by Human Resources to reclassify 14.0 FTEs allocated to the Legal Processor series and assigned to the Civil Information Bureau to the new Law Enforcement Services Specialist series as prescribed in the table below and retain the incumbents in accordance with Civil Service Rule 3.3C; and

Now, Therefore, Be It Resolved that the Department Allocation List for the County Administrator's Office, Department of Health Services, Regional Parks, and the Sheriff's Office are hereby revised, effective July 8, 2025, as follows:

County Administrator's Office

Budget Section/ Subsection	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
15020109	0810	Administrative Aide	3.0	(1.0)	2.0	7/8/25	3710
15020103	0906	County Communications Specialist	6.0	(1.0)	5.0	7/8/25	5244
15020200	7023	Secretary Confidential	1.0	(1.0)	0.0	7/8/25	3199
15020109	0003	Senior Office Assistant	2.0	(1.0)	1.0	7/8/25	2896

Department of Health Services

Budget Section/ Subsection	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
22020108	1916	Nurse Practitioner – Physician's Assistant	1.25	(0.25)	1.0	7/8/25	7335

Regional Parks

Budget Section/ Subsection	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
29010101	4406	Park Ranger (formerly titled Park Ranger I)	14.0	(5.0)	14.0	7/8/25	3518

Sheriff's Office

Budget Section/ Subsection	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
30010100	0810	Administrative Aide	5.0	(1.0)	4.0	Ongoing	3710
30010200	3397	Community Services Officer II	1.0	(1.0)	0.0	Ongoing	3098
30010100	0826	Department Analyst	7.5	1.0	8.5	Ongoing	4616
30012200	0062	Law Enforcement Services Specialist II	0.0	6.0	6.0	Ongoing	3008
30012200	0064	Law Enforcement Services Supervisor	0.0	4.0	4.0	Ongoing	3805
30012200	0049	Legal Processor II	6.0	(6.0)	0.0	Ongoing	2890
30012200	0052	Legal Staff Supervisor	4.0	(4.0)	0.0	Ongoing	3626
30010200	0902	Public Information Specialist	0.0	1.0	1.0	Ongoing	3710

30012200	0063	Senior Law Enforcement Services Specialist	0.0	4.0	4.0	Ongoing	3309
30012200	0050	Senior Legal Processor	4.0	(4.0)	0.0	Ongoing	3146

Supervisors:

Hermosillo:

Rabbitt:

Coursey:

Gore:

Hopkins:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.