



County of Sonoma

State of California

Date: December 16, 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 of the Probation Department, Effective December
23, 2025 to Delete a Vacant 1.0 Account Clerk II and Add a 1.0 Accounting Technician**

Whereas, based on the change in work requirements of the Accounting unit in the Probation Department related to evolving legislative requirements and the adoption of new technology, the work of this unit has become increasingly complex; and

Whereas, the Probation Department conducted an analysis of job classes within the unit and determined a higher level of accounting staff was needed; and

Whereas, the Probation Department is requesting approval to delete a vacant 1.0 Account Clerk II and add a 1.0 Accounting Technician to better align positions with the operational needs of the department; and

Whereas, the cost increase for this position change is approximately \$17,000 annually and can be funded with existing departmental resources; and

Whereas, the Human Resources Department has reviewed the job duties of the positions and determined that the job classification changes are appropriate; and

Now, Therefore, Be It Resolved that the Department Allocation List of the Sonoma County Probation Department is hereby revised as follows, effective December 23, 2025.

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
-------------------------------	-----------	-------------	--------------------------------	-------------------------------------	--------------------------------------	-----------------------	-----------------

Resolution #2

Date: December 16, 2025

Page 2

27010150	0402	Account Clerk II	3.0	(1.0)	2.0	Ongoing	2839
27010150	0404	Accounting Technician	0.0	1.0	1.0	Ongoing	3322

Supervisors:

Hermosillo:

Rabbitt:

Coursey:

Gore:

Hopkins:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.