



County of Sonoma

State of California

Date: March 19, 2019

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 Tables Of The Human Services Department, The Board of Supervisors' Office/County Administrator's Office, And The Regional Parks Department, Effective March 12, 2019.

Whereas, Human Resources conducted a classification study of Social Service Worker IV and Social Service Supervisor II positions allocated to the Family, Youth, and Children Division of the Human Services Department, as a result of an October 23, 2018 side letter agreement between the County of Sonoma and Service Employees International Union, Local 1021; and

Whereas, Human Resources determined new classifications of Child Protective Services Social Worker and Child Protective Services Social Work Supervisor would more appropriately reflect the scope of duties, decision making authority, required level of specialized knowledge, and overall consequence of error which characterized the studied positions; and

Whereas, at their March 7, 2019, meeting, the Civil Service Commission approved the establishment of both new classifications, with the retention of the incumbents in accordance with Civil Service Rule 3.3C; and

Whereas, the Human Resources Department contracted with Koff & Associates (K&A), a professional consulting firm, to conduct a review of the Board of Supervisors' Staff Assistant classification; and

Whereas, K&A found that, in order to properly address operational requirements, the organization would benefit from the creation of an alternately staffed job class structure; and

Whereas, based on this finding, K&A recommended revising and retitling the current Board of Supervisor's Staff Assistant classification to Board of Supervisor's Staff Assistant I, and creating a Board of Supervisor's Staff Assistant II classification, in order to establish a first working level and an advanced working level, respectively; and

Whereas, in order to align allocations with the department's operational requirements, the Regional Parks Department requests the addition of an Administrative Services Officer I allocation and the deletion of a vacant Department Analyst allocation.

Now, Therefore, Be It Resolved that the Department Allocation Tables of the Human Services Department, the Board of Supervisors' Office/County Administrator's Office, and the Regional Parks Department are hereby revised as follows:

Budget Index	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
Human Services Department							
24030140	3004	Social Service Worker IV	145.5	(-101.5)	44.0	Ongoing	3147
24030140	3006	Child Protective Services Social Worker	0.0	101.5	101.5	Ongoing	3481
24030140	3011	Social Service Supervisor II	25.0	(-17.0)	8.0	Ongoing	3517
24030140	3012	Child Protective Services Social Work Supervisor	0.0	17.0	17.0	Ongoing	3900
Board of Supervisors' Office/County Administrator's Office							
15010101	0852	Board of Supervisors' Staff Assistant	1.0	(-1.0)	0.0	Ongoing	3467
15010102	0852	Board of Supervisors' Staff Assistant	1.0	(-1.0)	0.0	Ongoing	3467
15010103	0852	Board of Supervisors' Staff Assistant	1.0	(-1.0)	0.0	Ongoing	3467
15010104	0852	Board of Supervisors' Staff Assistant	1.0	(-1.0)	0.0	Ongoing	3467
15010105	0852	Board of Supervisors' Staff Assistant	1.0	(-1.0)	0.0	Ongoing	3467
15010101	0862	Board of Supervisors' Staff Assistant II	0.0	1.0	1.0	Ongoing	3813
15010102	0862	Board of Supervisors' Staff Assistant II	0.0	1.0	1.0	Ongoing	3813
15010103	0862	Board of Supervisors' Staff Assistant II	0.0	1.0	1.0	Ongoing	3813
15010104	0862	Board of Supervisors' Staff Assistant II	0.0	1.0	1.0	Ongoing	3813
15010105	0862	Board of Supervisors' Staff Assistant II	0.0	1.0	1.0	Ongoing	3813
Regional Parks Department							
29010400	0826	Department Analyst	3.0	(-1.0)	2.0	Ongoing	3226
29010400	0827	Administrative Services Officer I	0.0	1.0	1.0	Ongoing	3810

Supervisors:

Gorin:

Zane:

Gore:

Hopkins:

Rabbitt:

Resolution # 3
Date: March 19, 2019
Page 3

Ayes:

Noes:

Absent:

Abstain:

So Ordered.