



# County of Sonoma

## State of California

Date: June 4, 2019

Item Number: \_\_\_\_\_

Resolution Number: \_\_\_\_\_



4/5 Vote Required

**Concurrent Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, The Board Of Directors Of The Sonoma County Water Agency, The Board Of Commissioners Of The Community Development Commission, And The Board Of Directors Of The Sonoma County Agricultural Preservation And Open Space District Approving The Reclassification Of One Position At The Sonoma County Water Agency, With The Promotion Of The Affected Incumbent; And Amending The Department Allocation Tables Of The Clerk-Recorder-Assessor Department, Economic Development Board, Human Services Department, And The Sonoma County Water Agency, Effective June 4, 2019.**

**Whereas**, HR conducted a classification study of an Administrative Aide position allocated to the Sonoma County Water Agency and determined that the Department Analyst classification would more appropriately align with the duties of the studied position; and

**Whereas**, HR recommends that the incumbent be retained pursuant to Water Agency Personnel Policy, Article V. Reclassification; and

**Whereas**, on May 2, 2019, the Civil Service Commission approved Human Resources' recommendation to adopt the new classification of Assessment Specialist and the reclassification of Assessment Process Specialist positions to Assessment Specialist, with the retention of the incumbents pursuant to Civil Service Rule 3.3C.; and

**Whereas**, the Economic Development Board seeks approval for the addition of 1.0 FTE Administrative Aide allocation to its department allocation table to address its expanding body of work, and

**Whereas**, on May 16, 2019, the Civil Service Commission approved the reclassification of the Eligibility Worker III and Eligibility Supervisor positions allocated to the Human Services Department to Senior Eligibility Specialist and Eligibility Specialist Supervisor positions, respectively, with the retention the incumbents in accordance with Civil Service Rule 3.3B.

**Now, Therefore, Be It Resolved** that one Administrative Aide position at the Sonoma County Water Agency is reclassified to Department Analyst, with the retention of the

affected incumbent pursuant to Water Agency Personnel Policy, Article V. Reclassification; and the Department Allocation Tables of the Clerk-Recorder-Assessor Department, Economic Development Board, Human Services Department, and the Sonoma County Water Agency 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
<b>Clerk-Recorder-Assessor Department</b>							
13020100	0392	Assessment Process Specialist	9.0	(-9.0)	0.0	Ongoing	2334
13020100	0395	Assessment Specialist	0.0	9.0	9.0	Ongoing	2458
<b>Economic Development Board</b>							
19010300	0810	Administrative Aide	0	1	1	Ongoing	2549
<b>Human Services Department</b>							
24030105	0474	Eligibility Worker III	10.00	-10.00	0.00	Ongoing	2543
24030105	0484	Senior Eligibility Specialist	0.00	10.00	10.00	Ongoing	2744
24030105	0476	Eligibility Supervisor	2.00	-2.00	0.00	Ongoing	2873
24030105	0485	Eligibility Specialist Supervisor	0.00	2.00	2.00	Ongoing	3019
<b>Sonoma County Water Agency</b>							
33010100	0810	Administrative Aide	3	-1.0	2.0	Ongoing	2549
33010100	0826	Department Analyst	3	1.0	4.0	Ongoing	3226

**Supervisors:**

Gorin: Zane: Gore: Hopkins: Rabbitt:

Ayes: Noes: Absent: Abstain:

**So Ordered.**