



County of Sonoma

State of California

Date: February 4, 2020

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 Permit Sonoma (Permit and Resource
Management Department) To Reflect adding a 1.0 Full-Time Business Development Manager,
and a 1.0 Full-Time Administrative Services Officer I, and Deletion of a 1.0 Full-Time
Administrative Services Officer II, and a 1.0 Full-Time Department Analyst, Effective February
4, 2020.**

Whereas, the Department need to strengthen its Administration Division in order to effectively achieve the goals of a more efficient and fiscally sustainable department; and

Whereas, Permit Sonoma analyzed administrative staff and job classes to determine the right positions for operations and determined which job classes fit the department; and

Whereas, the Human Resources Department has reviewed the job duties and job classes, and determined a Business Development Manager and an Administrative Services Officer I to be the appropriate job classifications for the department, and deletion of a 1.0 Full-Time Administrative Services Officer II, and a 1.0 Full-Time Department Analyst.

Whereas, Now, Therefore, Be It Resolved by the Board of Supervisors of the County of Sonoma that the Department Allocation List be amended for Permit Sonoma (Permit and Resource Management Department) is hereby revised as follows:

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Date:

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Budget Index	Job Class	Class Title	Existing Position Code	ESO Allocation (FTE)	Change	PRD Allocation (FTE)
26010104	0828	Administrative Services Officer II	PRD-50-0828-0001	-1.00	Delete	1.00
26010104	0850	Business Development Manager	PRD-50-0850-000X	1.00	Add	1.00
26010104	0826	Department Analyst	PRD-50-0826-0002	-1.00	Delete	1.00
26010104	0827	Administrative Services Officer I	PRD-50-0827-000X	1.00	Add	1.00

Supervisors:

Rabbitt:

Zane:

Gore:

Hopkins:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.