



County of Sonoma

State of California

Date: March 10, 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 the County Administrator's Office to reflect the addition of 1.0 FTE Administrative Aide position, effective March 10, 2020.

Whereas, the Sonoma County Board of Supervisors accepted a Communications Assessment on December 10, 2019, which principal recommendation was to reorganize under the CAO department distributed communications staff; and

Whereas, the County strives to provide effective communication and information to our community;

Whereas, on December 10, 2019 as part of starting implementation of the recommendation to centralize Communications the Board approved establishing a Communications Division manager;

Whereas, assuming today's request to collocate a total of 9 existing communications staff under a Centralized Communications division, administrative staffing support is needed to support full implementation of the approved plan; and

Whereas, The County Administrator's Office is requesting the addition of a 1.0 FTE Administrative Aide position to support the establishment of a Communications division.

Now, Therefore, Be It Resolved that the County Administrator's Office position allocation list is hereby revised as follows:

Section/ Subsection ID	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
1502103	0810	Administrative Aide (Confidential)	3.0	+1.0	4.0	Ongoing	\$4,576 - \$5,562 monthly

Supervisors:

Rabbitt:

Zane:

Gore:

Hopkins:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.