



County of Sonoma

State of California

Date: November 17, 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 Human Services Department Position Allocation List to Extend 1.0 FTE Time-
Limited Allocation, to Convert 1.5 FTE Time-Limited Allocations to Ongoing, to Delete 2.0 FTE
Allocations, and to Add 2.0 FTE Allocations, Effective November 17, 2020.**

Whereas, the Human Services Department is requesting authorization to extend a 1.0 time-limited full-time equivalent Administrative Aide, with a current end date of November 30, 2020, through June 30, 2021, in the Administrative Services Division – Planning, Research, Evaluation and Engagement Unit; and

Whereas, the Human Services Department is requesting authorization to convert 1.5 time-limited full-time equivalent Employment and Training Counselor positions, with a current end date of November 30, 2020, to permanent ongoing positions in the Employment and Training Division, to focus on job development; and

Whereas, the Human Services Department is requesting authorization to delete 1.0 full time equivalent Office Assistant II and add 1.0 full time equivalent Senior Office Assistant in the Administrative Services Division, Special Investigations Unit, to support the processing of criminal, civil, and administrative investigations; and

Whereas, the Human Services Department is requesting authorization to delete 1.0 full time equivalent Account Clerk II and add 1.0 full time equivalent Accounting Technician in the Administrative Services Division, Finance Unit, to perform higher level duties related to grant programs;

Now, Therefore, Be It Resolved by the Board of Supervisors of the County of Sonoma that the Human Services Department Position Allocations List be amended as follows, effective November 17, 2020:

Human Services Department

Dept Code	Job Class	Class Title	Existing Allocation for Job Class	Change in Position Allocation	New Allocation for Job Class	Duration or End Date	Salary Range
24030104	0810	Administrative Aide	1.00	0.00	1.00	6/30/21	2710
24030130	3037	Employment and Training Counselor	25.00	1.50	23.50	On-Going	2992
24030130	3037	Employment and Training Counselor	25.00	-1.50	23.50	11/30/20	2992
24030105	0002	Office Assistant II	1.00	-1.00	0.00		1886
24030105	0003	Senior Office Assistant	1.00	1.00	2.00	On-Going	2149
24030110	0402	Account Clerk II	3.00	-1.00	2.00		2117
24030110	0404	Accounting Technician	3.00	1.00	4.00	On-Going	2472

Supervisors:

Rabbitt:

Zane:

Gore:

Hopkins:

Gorin:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.