



County of Sonoma

State of California

Date: January 26, 2021

Item Number: _____

Resolution Number: _____

☒ 4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Amending The Position Allocation List For The Sheriff's Office To Reflect The Addition Of 1.0 Full-Time Equivalent Senior Office Assistant and the Deletion of 1.0 Legal Processor II, Effective January 26, 2021.

Whereas, the Sheriff has prepared and received approval from Human Resources and the County Administrator's Office for a Program Change Request; and

Whereas, the Sheriff believes time is of the essence for the allocation changes and requests the changes be made as of January 26, 2021; and

Whereas, the Human Resources Department has reviewed the job duties and determined the new job classes are appropriate job classifications for the position requested; and

Now, Therefore, Be It Resolved that the Position Allocation List for the Sheriff's Office is hereby revised as follows:

Dept. Code	Proposed Change Add or Delete	Job Class #	Job Class	Existing Allocation (FTE)	Change in Allocation (FTE) Chg.	New Total Allocation	Eff. Date	Salary Range (A-Step, not the step employee receives)
SHF – Windsor	Delete	0049	Legal Processor II	1.00	-1.00	0.00	1/26/21	\$1,694 - \$2,059
SHF – Windsor	Add	0003	Senior Office Assistant	0.00	1.00	1.00	1/26/21	\$1,719 - \$2,089

Supervisors:

Gorin:

Rabbitt:

Coursey:

Gore:

Hopkins:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.