



CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

Merit System Services Program
1515 S Street, North Building, Suite 400
Sacramento, CA 95811
(916) 322-5193 Fax (916) 322-8379

Governor Edmund G. Brown Jr.
Secretary, Government Operations Agency Marybel Batjer
Director Julie Chapman
Chief Deputy Director Howard Schwartz

July 1, 2014

James Robbins, Assistant Director of Administration and Finance
El Dorado County
Health and Human Services Agency
3057 Briw Road, Suite A
Placerville, CA 95667

RE: Application for Approved Local Merit System (ALMS) Designation and Use of El Dorado County Classifications; Assurances and Certification

Dear Mr. Robbins:

Thank you for your application to establish and administer your own merit-based personnel system for your grant-in-aid departments for seven classifications. We have reviewed your application and the information submitted demonstrating your agency's compliance with the six federal merit-system principles. We are pleased to inform you that El Dorado County is approved to administer its own local merit system as you requested for the designated classifications.

As a condition of CalHR's approval, we ask that the chief executive or head of El Dorado County sign and return the attached certification. By executing the certification below, El Dorado County agrees and makes the following assurances:

1. El Dorado County will comply with the six federal principles of the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F) for the designated classifications.
2. El Dorado County is subject to audit by CalHR regarding its manner of administering the personnel system for those classifications as used in grant-in-aid programs.
3. El Dorado County will maintain records of operations of its personnel management system and related human resources records in accordance with the county policy on records retention as described in your application.

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Whenever any of the policies presented to and relied upon by CalHR in evaluating your operations are modified, please provide copies of new policies or procedures to CalHR and explain why the change will not affect your compliance with the six federal principles.

Please work with the Merit System Services (MSS) contact at Cooperative Personnel Services (CPS HR, Consulting) in the transition of the designated classifications.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Caldwell", written in a cursive style.

Steve Caldwell, Program Manager
Merit System Services Program
California Department of Human Resources

cc. Tameka Usher
Cooperative Personnel Services

James Robbins, County of El Dorado
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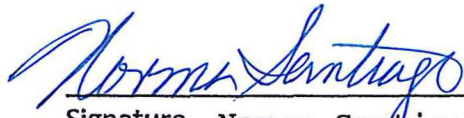
ASSURANCES AND CERTIFICATION

By signing this assurance and certification page, you certify that County of El Dorado agrees to perform all actions and support all intentions listed above.

County of El Dorado
Agency Name

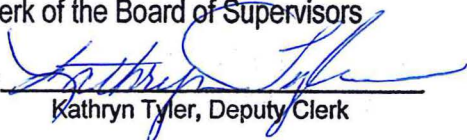
Health and Human Services Agency/Administration and Finance
Program Name

Norma Santiago, Chair
Name and Title of Chief Executive or Agency Head


Signature Norma Santiago, Chair

11-4-14
Date

ATTEST: James S. Mitrison
Clerk of the Board of Supervisors

By 
Kathryn Tyler, Deputy Clerk