



RESOLUTION NO.

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

WHEREAS, in accordance with Section 301 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented and unrepresented employees, at the recommendation of the Human Resources Department, the Board of Supervisors shall approve all new classes and class specifications, abolish classes, and determine the representation unit or units to which each class is assigned; and

WHEREAS, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #015-2014 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #039-2018 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

WHEREAS, the Victim Witness Program Specialist classification was revised to include duties from the Victim Witness Claims Specialist I/II class specification, therefore making the Victim Witness Claims Specialist I/II class specification no longer viable.

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

BE IT FURTHER RESOLVED, that the Board does hereby adopt the reclassification/allocation changes and amends the Authorized Personnel Allocation Resolution #109-2017 as set forth below, effective the first pay period following adoption.

BE IT FURTHER RESOLVED, that the Board does hereby abolish the classification specification of Victims Witness Claims Specialist I/II and amends the Authorized Personnel Resolution #109-2017, effective the first pay period following adoption.

| Reclassifications/Allocation Changes | | | | | | |
|---|---------------|---------------------------------------|------------------------------|--------|----------|----------------|
| Department | Job Class No. | Class Title | Departmental Total Positions | | | |
| | | | Allocated | Filled | Proposed | New Allocation |
| Agriculture Weights and Measures | 2104 | Sr. Office Assistant | 1.0 | 1.0 | -1.0* | 0.0 |
| Agriculture Weights and Measures | 2101/2102 | Office Assistant I/II | 0.0 | 0.0 | +1.0 | 1.0 |
| District Attorney | 5115/5116 | Paralegal I/II | 4.0 | 4.0 | -1.0* | 3.0 |
| District Attorney | 2721 | Executive Assistant – Law and Justice | 0.0 | 0.0 | +1.0 | 1.0 |
| District Attorney | 2411/2412 | Legal Office Assistant I/II | 3.0 | 3.0 | -3.0* | 0.0 |

| | | | | | | |
|-------------------|-----------|--|-----|-----|-------|-----|
| District Attorney | 2101/2102 | Office Assistant I/II | 0.8 | 0.8 | +3.0 | 3.8 |
| District Attorney | 2411/2412 | Legal Office Assistant I/II – Limited Term | 1.0 | 1.0 | -1.0* | 0.0 |
| District Attorney | 2101/2102 | Office Assistant I/II – Limited Term | 0.0 | 0.0 | +1.0 | 1.0 |
| District Attorney | 5913/5914 | Victim Witness Claims Specialist I/II | 1.0 | 1.0 | -1.0* | 0.0 |
| District Attorney | 5911 | Victim Witness Program Specialist | 4.0 | 4.0 | +1.0 | 5.0 |

*All incumbents are being reclassified.

| Abolish Class Specification | | |
|------------------------------------|---------------|---------------------------------------|
| Department | Job Class No. | Class Title |
| District Attorney | 5913/5914 | Victim Witness Claims Specialist I/II |

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the ____ day of _____, 2018, by the following vote of said Board:

Ayes:

Attest:
James S. Mitrisin
Clerk of the Board of Supervisors

Noes:
Absent :

By: _____
Deputy Clerk

Michael Ranalli, Chair, Board of Supervisors