



**RESOLUTION NO. 077-2023**

**OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**

**WHEREAS**, in accordance with Section 602 of the County of El Dorado Personnel Rules Resolution #166-2022 applicable to represented employees, and Section 401 of the El Dorado County Salary and Benefits Resolution #014-2023 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.

**WHEREAS**, County of El Dorado Employer-Employee Relations Resolution 111-2019 Section 1.03 (c) and 2.07 (h) defines “Confidential Employee” and allows departments to assign Confidential status to certain positions; and

**WHEREAS**, in accordance with County of El Dorado’s Arbitrator’s Case No. 58100-U-a applicable to defining the use of Confidential Unit designation for current and future employees of the County of El Dorado, a vacant Executive Assistant in the Chief Administrative Office is a confidential classification that was performing duties that qualify the position as “Confidential”; and

**WHEREAS**, the above-mentioned Executive Assistant position within the Chief Administrative Office performed duties consistent with the above-mentioned criteria, is an assigned unrepresented classification in the Confidential Unit in accordance with the above criteria; and

**WHEREAS**, this vacant Executive Assistant, position number 2906, is being reallocated to an Administrative Technician position within the Chief Administrative Office and may provide assistance on projects which are highly confidential and which impact the County’s administration of employer-employee relations; and

**WHEREAS**, because the new Administrative Technician position will perform duties that are consistent with the above mentioned criteria and will replace a prior Confidential designated position, the new Administrative Technician position should therefore be assigned to the Confidential bargaining unit.

**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 allocation changes and amends the Authorized Personnel Allocation Resolution #099-2022 as set forth below, effective the first pay period following adoption.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors does hereby adopt the bargaining unit changes as set forth below, effective the first pay period following adoption.

Allocation Change						
Department	Job Class No.	Class Title	Departmental Total Positions			
			Allocated	Filled	Proposed	New Allocation
Chief Administrative Office	2113	Executive Assistant	1.0	0.0	-1.0	0.0

Chief Administrative Office	1305	Administrative Technician	13.0	11.0	+1.0	14.0
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Bargaining Unit Change					
Department	Job Class No.	Class Title	Departmental Positions		
			Position Number	Old Bargaining Unit	New Bargaining Unit
Chief Administrative Office	1305	Administrative Technician	4157	GE	CO

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 9th day of May, 2023, by the following vote of said Board:

Ayes: Thomas, Hidahl, Turnboo, Parlin, Laine

Attest:  
Kim Dawson  
Clerk of the Board of Supervisors

Noes: None  
Absent : None

By: *Kim Dawson*  
Deputy Clerk

*Wendy Thomas*  
Wendy Thomas, Chair, Board of Supervisors