



RESOLUTION NO. 132-2018
OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

WHEREAS, in accordance with Government Code Section 29007, the Board of Supervisors must approve a schedule establishing the number of allocated positions and salary ranges by classification as part of its adopted budget; 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, Resolution #109-2017 established the authorized Personnel Allocation based on the Fiscal Year 2017-2018 Recommended Budget and has been subsequently modified; and

WHEREAS modifications to the Authorized Personnel Allocation are necessary as a result of the budget process for Fiscal Year 2018-2019;

NOW, THEREFORE, BE IT RESOLVED, that allocation changes resulting from the budget process for Fiscal Year 2018-2019 are hereby adopted, and amendments to Authorized Personnel Allocation Resolution #109-2017 are hereby incorporated, and the number and classification of all authorized positions in each County department is set forth as follows, effective upon adoption of the Board of Supervisors.

BE IT FURTHER RESOLVED, that this Resolution hereby incorporates, by reference, the El Dorado County Salary Schedule dated June 26, 2018 as published on the Human Resources website providing the salary rate or range, as applicable, for all allocated positions.

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

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 26th day of June, 2018, by the following vote of said Board:

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

By: Kyra Schaufjenberg
Deputy Clerk

Ayes: Frentzen, Veerkamp, Ranalli, Novasel, Hidahl
Noes: None
Absent: None

Michael Ranalli
Chair, Board of Supervisors
Michael Ranalli

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Agriculture				
Ag Comm./Sealer Weights & Measures	1.00	1.00		1.00
Administrative Technician	1.00	1.00		1.00
Ag Biologist/Standards Inspector I/II/III *			5.00	5.00
Ag Biologist/Standards Inspector I/II/Sr. *	5.00	5.00	(5.00)	-
Deputy Ag Commissioner	1.00	1.00		1.00
Office Assistant I/II **			1.00	1.00
Sr. Office Assistant	1.00	1.00	(1.00)	-
Wildlife Specialist	1.00	1.00		1.00
Total	10.00	10.00	-	10.00

*Board approved 5/22/18, Legistar #18-0734, Resolution #095-2018

**Board approved 6/12/18, Legistar #18-0758, Resolution #121-2019

Assessor				
Assessor	1.00	1.00		1.00
Administrative Technician	1.00	1.00		1.00
Appraiser I/II/Sr	13.00	13.00		13.00
Assessment Technician I/II/Sr	7.80	7.80		7.80
Assistant Assessor	2.00	2.00		2.00
Auditor-Appraiser/Sr. Auditor-Appraiser	2.00	2.00		2.00
Cadastral Drafter	1.00	1.00		1.00
GIS Analyst I/II	1.00	1.00		1.00
Information Technology Department Coord	1.00	1.00		1.00
Property Transfer Specialist	4.00	4.00		4.00
Property Transfer Supervisor	1.00	1.00		1.00
Supervising Appraiser	1.00	1.00		1.00
Supervising Assessment Technician	1.00	1.00		1.00
Supervising Auditor/Appraiser	1.00	1.00		1.00
Total	37.80	37.80	-	37.80

Auditor-Controller				
Auditor-Controller	1.00	1.00		1.00
Accountant/Auditor	1.00	1.00		1.00
Accountant I/II	2.00	2.00		2.00
Accounting Division Manager	3.00	3.00		3.00
Accounting Systems Administrator	1.00	1.00		1.00
Administrative Technician	2.00	2.00		2.00
Chief Assistant Auditor-Controller	1.00	1.00		1.00
Department Analyst I/II	4.00	4.00		4.00
Fiscal Assistant I/II *	1.00	1.00	1.00	2.00
Fiscal Technician	5.00	5.00		5.00
Internal Auditor	1.00	1.00		1.00
Principal Financial Analyst	1.00	1.00		1.00
Sr. Department Analyst	2.00	2.00		2.00
Sr. Fiscal Assistant *	1.00	1.00	(1.00)	-
Total	26.00	26.00	-	26.00

*Allocation change pursuant to section 806 of the Personnel Rules

Board of Supervisors				
Supervisor - Board of Supervisors	5.00	5.00		5.00
Clerk of the Board Of Supervisors	1.00	1.00		1.00
Deputy Clerk of the Board I/II	1.00	1.00		1.00
Sr. Deputy Clerk of the Board of Supervisors	1.00	1.00		1.00
Supervisor's Assistant	5.00	5.00		5.00
Total	13.00	13.00	-	13.00

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Chief Administrative Office				
<i>Administration - Budget and Operations</i>				
Chief Administrative Officer	1.00	1.00		1.00
Administrative Assistant I/II	1.00	1.00		1.00
Administrative Technician	1.00	1.00		1.00
Assistant Chief Administrative Officer	1.00	1.00		1.00
Communications & Outreach Manager	1.00	1.00		1.00
Deputy Chief Administrative Officer	1.00	1.00		1.00
Management Analyst I/II	1.00	1.00		1.00
Principal Management Analyst	3.00	3.00		3.00
<i>Division Total</i>	<i>10.00</i>	<i>10.00</i>	<i>-</i>	<i>10.00</i>
<i>Central Fiscal/Admin, Facilities, Procurement</i>				
Deputy Chief Administrative Officer	1.00	1.00		1.00
Accountant/Auditor	1.00	1.00		1.00
Administrative Analyst I/II	1.00	1.00		1.00
Administrative Services Officer	1.00	1.00		1.00
Administrative Technician	1.00	1.00		1.00
Building Maintenance Worker I/II/Sr	9.00	9.00		9.00
Building Maintenance Worker I/II/Sr-Limited Term	1.00	1.00		1.00
Building Operations Manager	1.00	1.00		1.00
Building Operations Supervisor	2.00	2.00		2.00
Building Operations Technician	2.00	2.00		2.00
Buyer I/II	1.00	1.00		1.00
Capital Programs Manager	1.00	1.00		1.00
Chief Fiscal Officer - UM	1.00	1.00		1.00
Custodian	9.50	9.50		9.50
Custodial Supervisor	1.00	1.00		1.00
Department Analyst I/II	4.00	4.00		4.00
Facilities Manager	1.00	1.00		1.00
Facilities Project Manager I/II	4.00	4.00		4.00
Fiscal Assistant I/II	2.00	1.00		1.00
Fiscal Technician	1.00	2.00		2.00
Grounds Maintenance Worker I/II	4.00	4.00		4.00
Highway Maintenance Worker I/II	1.00	1.00		1.00
Parks Manager	1.00	1.00		1.00
Procurement & Contracts Manager	1.00	1.00		1.00
River Recreation Supervisor	1.00	1.00		1.00
Service Operations Coordinator	1.00	1.00		1.00
Sr. Buyer	1.00	1.00		1.00
Sr. Custodian	1.00	1.00		1.00
Sr. Department Analyst	2.00	2.00		2.00
Sr. Office Assistant	1.00	1.00		1.00
Storekeeper I/II	1.00	1.00		1.00
Storekeeper/Courier	2.00	2.00		2.00
Supervising Grounds Maintenance Worker	1.00	1.00		1.00
<i>Division Total</i>	<i>63.50</i>	<i>63.50</i>	<i>-</i>	<i>63.50</i>
Total	73.50	73.50	-	73.50

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Child Support Services				
Director of Child Support Services	1.00	1.00		1.00
Accounting Technician	3.00	2.00		2.00
Assistant Director of CSS/Chief Attorney	1.00	1.00		1.00
Child Support Attorney I-IV	2.00	2.00		2.00
Child Support Investigator I/II	2.00	2.00		2.00
Child Support Program Manager	1.00	1.00		1.00
Child Support Specialist I/II	18.00	17.00		17.00
Child Support Specialist III	4.00	2.00		2.00
Child Support Supervisor	4.00	3.00		3.00
Information Systems Coordinator I/II	1.00	1.00		1.00
Legal Clerk I/II	3.00	3.00		3.00
Legal Clerk III	1.00	1.00		1.00
Office Assistant I/II	1.00	1.00		1.00
Staff Services Analyst I/II	1.00	1.00		1.00
Staff Services Manager	1.00	1.00		1.00
Staff Services Specialist	2.00	2.00		2.00
Total	46.00	41.00	-	41.00
Community Development Services -Admin & Finance				
Accountant I/II *	3.00	3.00	1.00	4.00
Administrative Services Officer	4.00	4.00		4.00
Administrative Technician * **	4.00	4.80	1.20	6.00
Airport Technician I/II	-	1.00		1.00
Airport Operations Supervisor	-	1.00		1.00
Chief Fiscal Officer	1.00	1.00		1.00
Department Analyst I/II	4.40	5.00		5.00
Fiscal Assistant I/II *	1.00	1.00	(1.00)	-
Fiscal Services Supervisor *	1.00	1.00	(1.00)	-
Fiscal Technician*	3.00	3.00	(1.00)	2.00
Sr. Department Analyst	3.00	3.00		3.00
Sr. Fiscal Assistant	3.00	3.00		3.00
Sr. Office Assistant *	3.00	3.00	(1.00)	2.00
Supervising Accountant/Auditor *	1.00	1.00	1.00	2.00
Total	31.40	34.80	(0.80)	34.00
<i>*Board approved 6/05/18, Legistar #18-0679, Resolution #112-2018</i>				
<i>**Board approved 6/12/18, Legistar #18-0758, Resolution #121-2019</i>				
County Counsel				
County Counsel	1.00	1.00		1.00
Assistant County Counsel	1.00	1.00		1.00
Administrative Analyst I/II	1.00	1.00		1.00
Deputy County Counsel	6.00	6.00		6.00
Legal Secretary I/II	1.00	1.00		1.00
Principal Deputy County Counsel	1.00	-		-
Sr. Deputy County Counsel	3.00	4.00		4.00
Sr. Legal Secretary	3.00	3.00		3.00
Total	17.00	17.00	-	17.00

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
District Attorney				
District Attorney	1.00	1.00		1.00
Administrative Technician	-	1.00		1.00
Assistant District Attorney	2.00	2.00		2.00
Chief Assistant District Attorney	1.00	1.00		1.00
Chief Investigator (DA)	1.00	1.00		1.00
Department Analyst I/II	1.00	-		-
Deputy District Attorney I-IV	18.00	18.00		18.00
Deputy District Attorney I-IV - Limited Term	1.00	1.00		1.00
Executive Assistant - Law and Justice *	-	-	1.00	1.00
Investigative Assistant	2.00	1.00		1.00
Investigator (D.A.)	13.00	12.00		12.00
Legal Office Assistant I/II *	3.00	3.00	(3.00)	-
Legal Office Assistant I/II - Limited Term *	1.00	1.00	(1.00)	-
Legal Secretary I/II	1.00	-		-
Office Assistant I/II *	0.80	0.80	3.00	3.80
Office Assistant I/II - Limited Term *			1.00	1.00
Paralegal I/II *	4.00	5.00	(1.00)	4.00
Program Manager	1.00	1.00		1.00
Special Investigator - District Attorney	2.00	2.00		2.00
Supervising Investigator (DA) *	2.00	2.00		2.00
Victim Witness Claims Specialist I/II *	1.00	1.00	(1.00)	-
Victim Witness Program Specialist *	4.00	4.00	1.00	5.00
Total	59.80	57.80	-	57.80

**Board approved 6/12/18, Legistar #18-0758, Resolution #121-2018*

Environmental Management				
Director of Environmental Management	1.00	1.00		1.00
Administrative Analyst I/II *			1.00	1.00
Department Analyst I/II *	1.00	1.00	(1.00)	-
Development Aide I/II	2.00	1.00		1.00
Development Technician I/II	2.00	3.00		3.00
Disposal Site Supervisor	1.00	1.00		1.00
Environmental Health Manager	2.00	2.00	(2.00)	-
Environmental Management Manager			2.00	2.00
Environmental Health Specialist I/II/Sr *	7.00	7.00	(7.00)	-
Environmental Health Specialist I/II *			6.00	6.00
Environmental Health Specialist III *			1.00	1.00
Geologist	1.00	1.00		1.00
Hazardous Material/Recycling Specialist	2.00	2.00		2.00
Hazardous Material/Recycling Technician	1.00	1.00		1.00
Solid Waste Technician	2.00	2.00		2.00
Supervising Environmental Health Specialist	3.00	3.00		3.00
Supervising Waste Specialist	1.00	1.00		1.00
Vector Control Technician I/II (Limited Term)	2.00	2.00		2.00
Waste Management Technician I/II/III	2.00	2.00		2.00
Total	30.00	30.00	-	30.00

**Title Changes. Board approved 5/22/18, Legistar #18-0734, Resolution #095-2018*

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Health & Human Services Agency				
Director of Health & Human Services	1.00	1.00		1.00
Administrative Assistant I/II	-	1.00		1.00
Accountant I/II	9.00	9.00		9.00
Administrative Secretary	1.00	1.00		1.00
Administrative Services Officer	2.00	2.00		2.00
Administrative Technician	8.50	8.50		8.50
Alcohol and Drug Program Division Mgr	1.00	1.00		1.00
Animal Control Officer I/II	6.00	7.00		7.00
Animal Control Operations Manager	1.00	1.00		1.00
Animal Shelter Attendant	4.00	4.00		4.00
Animal Shelter Supervisor	1.00	1.00		1.00
Assistant Director of Adm & Finance	1.00	1.00		1.00
Assistant Director of Health Services	1.00	1.00		1.00
Assistant Director of Human Services	2.00	2.00		2.00
Care Management Counselor I/II	1.00	1.00		1.00
Care Management Supervisor	0.80	0.80		0.80
Chief Animal Control Officer	1.00	1.00		1.00
Chief Fiscal Officer	1.00	1.00		1.00
Community Health Advocate	2.00	2.00		2.00
Community Health Advocate -LT	5.00	5.00		5.00
Cook I/II	2.81	2.81		2.81
Department Analyst I/II	17.00	18.00		18.00
Deputy Director	5.00	5.00		5.00
Deputy Public Guardian I/II	7.00	6.00		6.00
Disease Investigation & Control Specialist I/II	1.00	1.00		1.00
Eligibility Specialist Trainee I/II	62.60	62.60		62.60
Eligibility Specialist III	19.00	19.00		19.00
Eligibility Supervisor	14.00	13.00		13.00
Employment & Training Worker I/II *	14.00	14.00	(0.20)	13.80
Employment & Training Worker III	4.50	4.50		4.50
Employment & Training Worker Supv	4.00	4.00		4.00
EMS Agency Administrator	1.00	1.00		1.00
EMS Agency Medical Director	0.40	0.40		0.40
Energy/Weatherization Supervisor	1.00	1.00		1.00
Energy/Weatherization Technician I/II	3.00	3.00		3.00
Energy/Weatherization Technician I/II -LT	1.00	1.00		1.00
Epidemiologist I/II	1.00	1.00		1.00
Fair Hearing Officer	1.00	1.00		1.00
Fiscal Assistant I/II	3.00	4.00		4.00
Fiscal Services Supervisor	1.00	1.00		1.00
Fiscal Technician	15.00	16.00		16.00
Food Service Aide	1.75	1.75		1.75
Food Services Supervisor	1.00	1.00		1.00
Health Education Coordinator	8.50	11.50		11.50
Health Program Manager	1.00	1.00		1.00
Health Program Specialist *	8.50	9.50	0.05	9.55
Health Program Specialist -LT	0.80	0.80		0.80
Housing Program Coordinator	2.00	2.00		2.00
Housing Program Specialist I/II *	1.00	0.80	0.20	1.00
IHSS Public Authority Registry/Training Specialist	2.00	2.00		2.00

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Information Systems Coordinator III	1.00	1.00		1.00
IT Department Specialist	-	1.00		1.00
IT Department Systems Analyst	-	1.00		1.00
Legal Clerk III	1.00	1.00		1.00
Manager of Mental Health Programs	2.00	2.00		2.00
Mealsite Coordinator	6.31	6.31		6.31
Medical Office Assistant I/II	10.80	10.80		10.80
Medical Records Technician	0.90	0.90		0.90
Mental Health Aide	6.25	6.25		6.25
Mental Health Clinical Nurse	1.00	1.00		1.00
Mental Health Clinician IA/IB/II	28.50	30.50		30.50
Mental Health Medical Director	1.00	1.00		1.00
Mental Health Patient's Rights Advocate	0.40	0.40		0.40
Mental Health Program Coordinator IA/IB/II	4.00	6.00		6.00
Mental Health Worker I/II	11.00	11.00		11.00
Mental Health Worker I/II -LT	3.50	3.50		3.50
Nutrition Services Supervisor	1.00	1.00		1.00
Nutritionist	1.20	1.20		1.20
Occupational/Physical Therapist	3.35	3.15		3.15
Office Assistant I/II	18.50	17.50		17.50
Office Assistant III-Merit	13.00	13.00		13.00
Office Assistant Supervisor I/II	3.00	3.00		3.00
Paralegal I/II	1.00	1.00		1.00
Program Aide	7.55	7.55		7.55
Program Assistant *	21.85	21.85	(0.05)	21.80
Program Assistant -LT	0.50	0.50		0.50
Program Coordinator	4.00	4.00		4.00
Program Coordinator -LT	1.00	1.00		1.00
Program Manager	12.00	12.00		12.00
Psychiatric Technician I/II	3.00	3.00		3.00
Psychiatrist I/II	1.00	1.00		1.00
Public Health Laboratory Director	1.00	-		-
Public Health Nurse I/II *	9.40	9.40	0.70	10.10
Public Health Nurse I/II -LT	5.00	5.00		5.00
Public Health Nurse Practitioner/Physicians Assistant	1.80	1.80		1.80
Public Health Officer	1.00	1.00		1.00
Public Services Assistant	2.00	1.00		1.00
Quality Improvement Coordinator	0.50	0.50		0.50
Registered Nurse *	0.70	0.70	(0.70)	-
Screener	5.00	5.00		5.00
Secretary	1.00	1.00		1.00
Senior Citizens Attorney I/II/III	1.50	1.50		1.50
Seniors' Daycare Program Supervisor	2.00	2.00		2.00
Services Support Assistant III	3.00	3.00		3.00
Social Services Aide	17.00	17.00		17.00
Social Services Program Manager	6.00	6.00		6.00
Social Services Supervisor I	4.00	4.00		4.00

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Social Services Supervisor II	9.00	9.00		9.00
Social Worker Clinician	1.00	1.00		1.00
Social Worker I/II	9.00	9.00		9.00
Social Worker III	25.40	25.40		25.40
Social Worker IV	25.80	25.80		25.80
Sr. Accountant	1.00	1.00		1.00
Sr. Animal Control Officer	1.00	1.00		1.00
Sr. Department Analyst	4.00	4.00		4.00
Sr. Fiscal Assistant	1.00	1.00		1.00
Sr. Licensed Vocational Nurse	1.00	1.00		1.00
Sr. Office Assistant	7.00	6.00		6.00
Staff Services Analyst I/II	7.00	7.00		7.00
Supervising Accountant/Auditor	6.00	6.00		6.00
Supervising Animal Control Officer	1.00	1.00		1.00
Supervising Deputy Public Guardian	1.00	1.00		1.00
Supervising Health Education Coordinator	5.00	5.00		5.00
Supervising Occupational/Physical Therapist	0.60	0.80		0.80
Supervising Public Health Nurse	3.00	3.00		3.00
Supervising Public Health Nurse -LT	1.00	1.00		1.00
System Support Analyst	3.00	3.00		3.00
System Support Analyst - LT	-	1.00		1.00
Vocational Counselor	1.00	1.00		1.00
Welfare Collections Officer	1.00	1.00		1.00
Total	599.47	609.27	-	609.27

**Allocation change pursuant to section 806 of the Personnel Rules*

Human Resources/Risk Management

Human Resources

Director of Human Resources	1.00	1.00		1.00
Administrative Technician	1.00	1.00		1.00
Assistant Director of Human Resources	1.00	1.00		1.00
Human Resources Analyst I/II	2.00	2.00		2.00
Human Resources Technician*	4.00	4.00	1.00	5.00
Labor Relations Manager	1.00	1.00		1.00
Sr. Human Resources Analyst	3.00	3.00		3.00
Sr. Office Assistant (limited term)	-	0.50		0.50
Sr. Office Assistant	0.50	0.50		0.50
DivisionTotal	13.50	14.00	1.00	15.00

**Board approved 6/12/18, Leg # 18-0893, Reso #113-2018*

Risk Management

Risk Manager	1.00	1.00		1.00
Risk Management Analyst I/II - Benefits *	1.00	1.00	(1.00)	-
Risk Management Analyst I/II - Loss Prevention *	1.00	1.00	(1.00)	-
Risk Management Analyst I/II *			3.00	3.00
Risk Management Technician	1.00	1.00		1.00
Sr. Office Assistant (limited term)	-	0.50		0.50
Sr. Office Assistant	0.50	0.50		0.50
Sr. Risk Management Analyst	1.00	1.00	(1.00)	-
DivisionTotal	5.50	6.00	-	6.00
Total	19.00	20.00	1.00	21.00

**Board approved 6/12/18, Leg # 18-0886, Reso #114-2018*

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Information Technologies				
Director of Information Technology	1.00	1.00		1.00
Assistant Director of Information Technology	1.00	1.00		1.00
Deputy Director of Information Technology	3.00	3.00		3.00
IT Analyst Tr/I/II - App/Web Dev/Support	6.00	6.00		6.00
IT Analyst Tr/I/II - Networking	2.00	2.00		2.00
IT Analyst Tr/I/II - Office Systems	4.00	4.00		4.00
IT Analyst Tr/I/II - Operating Systems	1.00	1.00		1.00
IT Analyst Tr/I/II - Server Admin	3.00	3.00		3.00
IT Department Specialist	1.00	1.00		1.00
Information Technology Department Coordinator	1.00	1.00		1.00
Information Technology Specialist I/II	1.00	1.00		1.00
Information Technology Tech Trainee/I/II/Sr. *	3.00	3.00	(1.00)	2.00
Program Manager (Limited Term)	1.00	1.00		1.00
Sr. Department System Analyst	1.00	1.00		1.00
Sr. IT Analyst - App/Web Dev/Supt	3.00	3.00		3.00
Sr IT Analyst - Office Systems	2.00	2.00		2.00
Sr IT Analyst - Operating Systems	1.00	1.00		1.00
Sr IT Analyst - Server Admin	1.00	1.00		1.00
Sr. IT Department Coordinator	1.00	1.00		1.00
Sr. Office Assistant	0.50	0.50		0.50
Storekeeper I/II	0.50	0.50		0.50
Supervising Information Technology Analyst I/II	3.00	3.00		3.00
Telecommunications Technician I/II	1.00	1.00		1.00
Total	42.00	42.00	(1.00)	41.00

**Board approved 5/22/18, Leg # 18-0778, Reso #099-2018*

Library

Director of Library Services	1.00	1.00		1.00
Administrative Analyst I/II	0.80	0.80		0.80
Early Childhood Literacy Specialist	4.00	4.50		4.50
Fiscal Assistant I/II	0.80	0.80		0.80
IT Department Specialist	1.00	1.00		1.00
Librarian I/II *	1.50	1.50	1.00	2.50
Library Assistant I/II	13.55	13.55		13.55
Library Circulation Supervisor	1.00	1.00		1.00
Library Systems Technician	1.00	1.00		1.00
Museum Administrator	1.00	1.00		1.00
Office Assistant I/II	1.20	0.70		0.70
Sr. Library Assistant	5.00	5.00		5.00
Librarian Supervisor	4.00	4.00	(1.00)	3.00
Total	35.85	35.85	-	35.85

**Allocation change pursuant to section 806 of the Personnel Rules*

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Planning & Building				
Director of Planning & Building	1.00	1.00		1.00
Administrative Secretary	1.00	1.00		1.00
Administrative Technician	2.00	2.00		2.00
Assistant/Associate Planner	7.00	7.00		7.00
Assistant in Civil Engineering	2.00	2.00		2.00
Building Inspector I/II/III	17.00	17.00		17.00
Clerk of Planning Commission	1.00	1.00		1.00
Code Enforcement Officer I/II	2.00	2.00		2.00
Department Analyst I/II	2.00	2.00		2.00
Deputy Building Official	1.00	1.00		1.00
Deputy Director of Development Services/Building Official	1.00	1.00		1.00
Deputy Director of Planning	1.00	1.00		1.00
Development Aide I/II	1.00	2.00		2.00
Development Technician I/II	11.00	10.00		10.00
Office Assistant I/II	4.00	4.00		4.00
Office Services Supervisor	1.00	1.00		1.00
Operations Supervisor	1.00	1.00		1.00
Principal Planner	4.00	4.00		4.00
Sr. Civil Engineer	2.00	1.00		1.00
Sr. Development Aide	2.00	1.00		1.00
Sr. Development Technician	1.00	2.00		2.00
Sr. Office Assistant	1.00	1.00		1.00
Sr. Planner	3.00	3.00		3.00
Supervising Civil Engineer	1.00	1.00		1.00
Supervising Code Enforcement Officer	1.00	1.00		1.00
Supervising Development Technician	1.00	1.00		1.00
Traffic Engineer	0.80	-		-
Transportation Planner	1.00	-		-
Total	73.80	71.00	-	71.00

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Probation				
Chief Probation Officer	1.00	1.00		1.00
Accountant I/II	1.00	1.00		1.00
Administrative Secretary	2.00	2.00		2.00
Administrative Services Officer	1.00	1.00		1.00
Administrative Technician	1.00	1.00		1.00
Assistant Superintendent - Institutions	2.00	2.00		2.00
Chief Fiscal Officer	1.00	1.00		1.00
Correctional Cook	4.00	4.00		4.00
Correctional Food Services Supervisor	2.00	2.00		2.00
Department Analyst I/II	2.00	2.00		2.00
Deputy Chief Probation Officer	4.00	4.00		4.00
Deputy Probation Officer I/II *	30.00	30.00	(1.00)	29.00
Deputy Probation Officer I/II - Limited Term	1.00	1.00		1.00
Deputy Probation Officer I/II - Institutions *	30.00	27.00	1.00	28.00
Executive Secretary	-	1.00		1.00
Fiscal Assistant I/II	0.50	1.00		1.00
Fiscal Technician	2.00	2.00		2.00
Legal Office Assistant I/II	1.00	1.00		1.00
Legal Secretarial Services Supervisor	2.00	2.00		2.00
Legal Secretary I/II**	3.00	3.00	1.00	4.00
Mental Health Program Coordinator II	1.00	1.00		1.00
Probation Assistant	1.00	3.00		3.00
Probation Transport Driver	0.50	0.50		0.50
Sr. Department Analyst	1.00	1.00		1.00
Sr. Deputy Probation Officer	10.00	10.00		10.00
Sr. Deputy Probation Officer - Institutions	8.00	8.00		8.00
Sr. IT Department Coordinator	1.00	1.00		1.00
Sr. Legal Secretary**	3.50	3.50	(1.00)	2.50
Supervising Deputy Probation Officer	8.00	8.00		8.00
Supervising Deputy Probation Officer - Institutions	8.00	8.00		8.00
Total	132.50	133.00	-	133.00

**Allocation change pursuant to Legistar Item # 18-1012, Attachment B*

***Allocation change pursuant to section 806 of the Personnel Rules*

Public Defender				
Public Defender	1.00	1.00		1.00
Assistant Public Defender	1.00	1.00		1.00
Chief Assistant Public Defender	1.00	-		-
Deputy Public Defender I-IV	11.00	11.00		11.00
Executive Assistant Law & Justice	1.00	1.00		1.00
Investigative Assistant	1.00	1.00		1.00
Investigator (Public Defender)	2.00	2.00		2.00
Legal Secretary I/II	3.00	3.00		3.00
Office Assistant I/II	1.00	1.00		1.00
Sr. Investigator (Public Defender)	1.00	-	1.00	1.00
Supervising Investigator (Public Defender)	-	1.00	(1.00)	-
Supervising Public Defender	-	1.00		1.00
Total	23.00	23.00	-	23.00

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Recorder-Clerk				
County Recorder/Clerk	1.00	1.00		1.00
Assistant County Recorder	1.00	1.00		1.00
Fiscal Assistant I/II	1.00	1.00		1.00
Microfilm/Imaging Technician I/II	2.00	2.00		2.00
Recorder Document Examiner/Indexer I/II	8.00	8.00		8.00
Recorder-Clerk Services Supervisor	1.00	1.00		1.00
Sr. Recorder Document Examiner/Indexer	2.00	2.00		2.00
Total	16.00	16.00	-	16.00
Registrar of Voters (Elections)				
Registrar of Voters	-	1.00		1.00
Administrative Assistant I/II	1.00	1.00		1.00
Assistant Registrar of Voters	1.00	1.00		1.00
Elections Technician I/II	2.50	2.50		2.50
Information Technology Department Coordinator	1.00	1.00		1.00
Precinct Planning Specialist	1.00	1.00		1.00
Total	6.50	7.50	-	7.50

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Sheriff				
Sheriff/Public Administrator/Coroner	1.00	1.00		1.00
Undersheriff	1.00	1.00		1.00
Administrative Technician	2.00	2.00		2.00
Assistant Public Administrator	1.00	1.00		1.00
Chief Fiscal Officer	1.00	1.00		1.00
Community Services Officer	3.00	3.00		3.00
Correctional Cook	6.00	6.00		6.00
Correctional Food Services Coordinator	1.00	1.00		1.00
Correctional Lieutenant	2.00	2.00		2.00
Correctional Officer I/II	85.00	85.00		85.00
Correctional Sergeant	11.00	11.00		11.00
Crime Analyst	1.00	1.00		1.00
Department Analyst I/II	2.00	2.00		2.00
Department Systems Analyst	5.00	5.00		5.00
Deputy Sheriff I/II	131.00	135.00		135.00
Deputy Sheriff I/II (Limited Term)	1.00	1.00		1.00
Detention Aide	4.00	4.00		4.00
Executive Secretary - Law & Justice	1.00	1.00		1.00
Fiscal Assistant I/II *	-	-	1.00	1.00
Human Resource Technician	1.00	1.00		1.00
Property/Evidence Technician	3.00	3.00		3.00
Public Safety Dispatcher I/II *	15.00	15.00	2.00	17.00
Radio Maintenance Technician	2.00	2.00		2.00
Sheriff's Captain	3.00	3.00		3.00
Sheriff's Communication Manager	1.00	1.00		1.00
Sheriff's Fiscal Technician *	4.00	4.00	(1.00)	3.00
Sheriff's Lieutenant	7.00	7.00		7.00
Sheriff's Records Supervisor	1.00	1.00		1.00
Sheriff's Security Officer	10.00	10.00		10.00
Sheriff's Sergeant	25.00	25.00		25.00
Sheriff's Support Services Manager	1.00	1.00		1.00
Sheriff's Technician I/II *	27.00	27.00	1.00	28.00
Sheriff's Training Coordinator	1.00	1.00		1.00
Sr. Department Analyst	1.00	1.00		1.00
Sr. Public Safety Dispatcher *	5.00	5.00	(2.00)	3.00
Sr. Sheriff's Technician *	5.00	5.00	(1.00)	4.00
Supervising Property Evidence Technician	1.00	1.00		1.00
Supervising Public Safety Dispatcher	4.00	4.00		4.00
Total	376.00	380.00	-	380.00

**Allocation change pursuant to section 806 of the Personnel Rules*

Surveyor

Surveyor	1.00	1.00		1.00
Assistant in Land Surveying	1.00	1.00		1.00
Deputy Surveyor	1.00	1.00		1.00
Development Aide I/II *	1.00	1.00		1.00
GIS Analyst I/II	5.00	5.00		5.00
Manager of GIS	1.00	1.00		1.00
Sr. GIS Analyst	1.00	1.00		1.00
Survey Technician I/II	1.00	1.00		1.00
Total	12.00	12.00	-	12.00

**Incorrectly listed in the Recommended Budget as a Development Technician I/II. Previously allocated and filled with a Development Aide I/II.*

**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Transportation				
Director of Transportation	1.00	1.00		1.00
Administrative Secretary	1.00	1.00		1.00
Administrative Technician *	3.80	1.00		1.00
Airport Operations Supervisors	1.00	-		-
Airport Technician I/II	1.00	-		-
Assistant in Civil Engineering	9.00	8.00		8.00
Assistant in Land Surveying	1.00	1.00		1.00
Associate Civil Engineer	7.00	7.00		7.00
Associate Land Surveyor	2.00	2.00		2.00
Associate Right of Way Agent	1.00	1.00		1.00
Bridge Maintenance Supervisor	1.00	1.00		1.00
Bridge Maintenance Worker I/II/III	2.00	2.00		2.00
Department Analyst I/II	4.60	4.00		4.00
Deputy Director Engineering	3.00	3.00		3.00
Deputy Director of Maint & Operations	1.00	1.00		1.00
Equipment Maintenance Supervisor	2.00	2.00		2.00
Equipment Mechanic I/II **	10.00	5.00	3.00	8.00
Equipment Mechanic III **	1.00	6.00	(3.00)	3.00
Equipment Superintendent	1.00	1.00		1.00
Executive Assistant	-	1.00		1.00
Executive Secretary	1.00	-		-
Fleet Services Technician I/II	2.00	2.00		2.00
Highway Maintenance Supervisor	7.00	7.00		7.00
Highway Maintenance Worker I/II/III	33.00	34.00		34.00
Highway Maintenance Worker IV	5.00	4.00		4.00
Highway Superintendent	2.00	2.00		2.00
Parts Technician	1.00	1.00		1.00
Principal Engineering Technician	5.00	5.00		5.00
Principal Planner	1.00	1.00		1.00
Right of Way Supervisor	1.00	1.00		1.00
Sr. Bridge Maintenance Worker	1.00	1.00		1.00
Sr. CADD Technician	3.00	3.00		3.00
Sr. Civil Engineer	10.00	12.00		12.00
Sr. Development Technician	1.00	1.00		1.00
Sr. Engineering Technician	9.00	9.00		9.00
Sr. Equipment Mechanic	2.00	2.00		2.00
Sr. Fleet Services Technician	1.00	1.00		1.00
Sr. Highway Maintenance Worker	5.00	5.00		5.00
Sr. Planner	1.00	1.00		1.00
Sr. Traffic Control Maintenance Worker	1.00	1.00		1.00
Services Operations Coordinator	3.00	3.00		3.00
Traffic Control Maintenance Supervisor	1.00	1.00		1.00
Traffic Control Maintenance Worker I/II/III	5.00	5.00		5.00
Traffic Engineer	-	0.80		0.80
Traffic Operations Technician	1.00	1.00		1.00
Traffic Superintendent	1.00	1.00		1.00
Transportation Planner	-	1.00		1.00
Total	156.40	153.80	-	153.80

*Board approved 6/12/18, Legistar #18-0893, Resolution #113-2019

**Allocation change pursuant to Legistar Item #18-1012, Attachment B


**Authorized Personnel Allocation
2018-19 Recommended Budget**

Department	2017-18 Adjusted Allocation	2018-19 CAO Recmd	Adjustments from Recmd	Final 2018-19 Recmd 6/26/18
Treasurer-Tax Collector				
Treasurer/Tax Collector	1.00	1.00		1.00
Accountant I/II	1.00	1.00		1.00
Accountant/Auditor	1.00	1.00		1.00
Accounting Division Manager - T/TC	2.00	2.00		2.00
Administrative Technician	1.00	1.00		1.00
Assistant Treasurer/Tax Collector	1.00	1.00		1.00
Fiscal Assistant I/II	1.00	1.00		1.00
Fiscal Technician	6.00	6.00		6.00
Sr. Department Analyst	1.00	1.00		1.00
Sr. Fiscal Assistant	2.00	2.00		2.00
Sr. Revenue Recovery Officer	1.00	1.00		1.00
Treasury Quantitative Specialist	1.00	1.00		1.00
Total	19.00	19.00	-	19.00
Veteran Affairs				
Veterans Service Officer	1.00	1.00		1.00
Executive Assistant	1.00	1.00		1.00
Sr. Veterans Service Representative	1.00	1.00		1.00
Veterans Service Representative I/II	2.00	2.00		2.00
Total	5.00	5.00	-	5.00
GRAND TOTAL	1,861.02	1,868.32	(0.80)	1,867.52



EL DORADO COUNTY
CHIEF ADMINISTRATIVE OFFICE

MEMO

Date: June 18, 2018
To: Honorable Board of Supervisors
From: Don Ashton, CAO 
Subject: Personnel Allocation Changes

The Board approved the FY 2018-19 Recommended Budget on Monday, June 18, 2018 and directed the Chief Administrative Office to return no later than June 26, 2018, with a recommendation to adopt the Fiscal Year 2018-19 Authorized Personnel Allocation Resolution.

Legistar Item #18-1012 presents this Personnel Allocation resolution, which reflects all position allocations based on the Fiscal Year 2018-19 Recommended Budget, and incorporates title and allocation changes that were approved by the Board of Supervisors or were made pursuant to Personnel Rules subsequent to the development of the Recommended Budget (between May 15, 2018, and June 26, 2018), many of which were related to the implementation of the classification study.

There are three additional changes that are incorporated into the Personnel Allocation.

1. In the Recommended Budget, the Probation Department requested the deletion of 3.0 FTE Deputy Probation Officer I/II-Institutions to offset the addition of 2.0 FTE Probation Assistant and 1.0 FTE Executive Secretary. The Department has revised its request, and would like to delete 2.0 FTE Deputy Probation Officer I/II-Institutions and 1.0 FTE Deputy Probation Officer I/II, based on current staffing.
2. In the Recommended Budget, the Department of Transportation requested the deletion of 4.0 FTE Equipment Mechanic I/II to offset the addition of 4.0 FTE Equipment Mechanic III. The Department has revised its request, and would like to delete 2.0 FTE Equipment Mechanic I/II and add 2.0 FTE Equipment Mechanic III, based on current staffing. This would result in 8.0 FTE Equipment Mechanic I/II and 3.0 FTE Equipment Mechanic III in the Department of Transportation's allocations.
3. The Air Quality Management District personnel allocation has been removed from the list. A separate personnel allocation for AQMD will be provided as part of AQMD's budget process.