



## Legislation Details (With Text)

**File #:** 21-1993      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 12/9/2021      **In control:** Board of Supervisors

**On agenda:** 1/4/2022      **Final action:** 1/4/2022

**Title:** Human Resources Department recommending the Board:  
 1) Approve and adopt the revised Health and Human Services Agency department-specific class specification: Animal Services Officer Supervisor (title change from Supervising Animal Control Officer); and  
 2) Adopt and authorize the Chair to sign Resolution 005-2022 to approve the abovementioned title change.

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved Blue Route 1.4.22, 2. B - Approved Resolution 1-4-22, 3. C - Animal Services Officer Supervisor REDLINE 1-4-22, 4. D - Animal Services Officer Supervisor CLEAN 1-4-22, 5. Executed Resolution 005-2022

Date	Ver.	Action By	Action	Result
1/4/2022	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board:  
 1) Approve and adopt the revised Health and Human Services Agency department-specific class specification: Animal Services Officer Supervisor (title change from Supervising Animal Control Officer); and  
 2) Adopt and authorize the Chair to sign Resolution **005-2022** to approve the abovementioned title change.

**FUNDING:** N/A

### DISCUSSION / BACKGROUND

After consultation with the Health and Human Services Agency, the Human Resources Department has determined that it is necessary to update the Animal Services Officer Supervisor (title change from Supervising Animal Control Officer) classification. Health and Human Services assisted in identifying areas of clarification and improvement to better represent the utilization of this classification, and the class specification has been updated to better align with the required duties of the classification. Along with the changes in duties, the minimum qualifications have been updated to better align with comparator agencies to attract a larger, yet still qualified applicant pool.

### ALTERNATIVES

The Board could choose not to approve any of the recommendations herein and direct Human Resources to make revisions or conduct additional analysis.

### PRIOR BOARD ACTION

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Operating Engineers, Local #3 - Trades and Crafts  
Health and Human Services Agency

**CAO RECOMMENDATION**

Approve as recommended.

**FINANCIAL IMPACT**

There is no financial impact related to the adoption of a revised class specification and title change.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon Board adoption and approval, please provide a copy of the fully executed Resolution to Heather Andersen in Human Resources.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Joseph Carruesco, Director of Human Resources