



## Legislation Details (With Text)

**File #:** 20-0008      **Version:** 1

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

**File created:** 12/20/2019      **In control:** Board of Supervisors

**On agenda:** 1/7/2020      **Final action:** 1/7/2020

**Title:** Human Resources Department recommending the Board approve and adopt the revised department-specific class specification for the Assessor's Office: Assistant Assessor.

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Assistant Assessor CLEAN 1-7-20, 2. B - Assistant Assessor REDLINE 1-7-20

Date	Ver.	Action By	Action	Result
1/7/2020	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board approve and adopt the revised department-specific class specification for the Assessor's Office: Assistant Assessor.

**FUNDING:** N/A

### DISCUSSION / BACKGROUND

On June 12, 2018, the Class Specification for Assistant Assessor was revised as part of the County's Class Study Implementation. In December 2019, the Department of Human Resources recruited for the position of Assistant Assessor. The recruitment failed due to a low number of qualified applicants. A review of the class specification revealed it contained language that left open the possibility for misinterpretation of the minimum qualifications for the position. The Human Resources Department recommends revising the class specification. This revision will still ensure candidates meet standards set by the State Board of Equalization, while clarifying the experience and education required to meet the minimum qualifications of the position.

### ALTERNATIVES

The Board could choose not to approve the revised class specification and request that revisions be made.

### PRIOR BOARD ACTION

Legistar Item #18-0758

### OTHER DEPARTMENT / AGENCY INVOLVEMENT

Assessor's Office

### CAO RECOMMENDATION

It is recommended that the Board approve this item.

**FINANCIAL IMPACT**

There are no financial implications related to approving and adopting the revised class specification.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

None.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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