



Legislation Details (With Text)

File #: 23-0475 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 2/23/2023 **In control:** Board of Supervisors

On agenda: 3/7/2023 **Final action:** 3/7/2023

Title: Human Resources Department recommending the Board approve and adopt the revised Health and Human Services Agency department-specific class specification of Assistant Director of Human Services.

FUNDING: N/A

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Assistant Director of Human Services-REDLINE.pdf, 2. A Revised - Assistant Director of Human Services-REDLINE.pdf, 3. B - Assistant Director of Human Services-CLEAN.pdf, 4. B Revised - Assistant Director of Human Services-CLEAN.pdf

Date	Ver.	Action By	Action	Result
3/7/2023	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board approve and adopt the revised Health and Human Services Agency department-specific class specification of Assistant Director of Human Services.

FUNDING: N/A

DISCUSSION / BACKGROUND

At the request of the Health and Human Services Agency (Agency), Human Resources has reviewed and is recommending updates to the class specification of Assistant Director of Human Services to accurately reflect the organizational assignments and current structure of the Agency. Additionally, the class specification is being reformatted to reflect the current class specification standards, as the classification had previously not been reviewed or updated since 2004. As part of the revision, the following education and experience introductory statement has been added consistent with other classifications throughout the County to attract a larger, yet still qualified applicant pool:

A combination of the required experience, education, and training that would provide the essential knowledge, skills, and abilities is qualifying; however, education may not solely substitute for the required experience.

ALTERNATIVES

The Board could choose not to approve the revised job classification and direct Human Resources to explore other options or revisions.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Health and Human Services Agency

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

There is no direct financial impact to updating the class specification.

CLERK OF THE BOARD FOLLOW UP ACTIONS

None.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Joseph Carruesco, Director of Human Resources