



Legislation Details (With Text)

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On agenda: 12/4/2018 **Final action:** 12/4/2018

Title: Human Resources Department recommending the Board adopt and authorize the Chair to sign Resolution 215-2018 to:
 1) Approve the reclassification (reallocation) of one (1.0 FTE) Internal Auditor position to one (1.0 FTE) Principal Financial Analyst position; and
 2) Abolish the existing Internal Auditor class specification.

FUNDING: General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Final Resolution 12-4-18, 2. B - Approved Blue Route 12-4-18, 3. C - Final Classification Study Report 12-4-18, 4. Executed Resolution 215-2018

Date	Ver.	Action By	Action	Result
12/4/2018	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board adopt and authorize the Chair to sign Resolution **215-2018** to:
 1) Approve the reclassification (reallocation) of one (1.0 FTE) Internal Auditor position to one (1.0 FTE) Principal Financial Analyst position; and
 2) Abolish the existing Internal Auditor class specification.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

By way of background, the County of El Dorado (County) retained Koff & Associates (K&A) to conduct a County-wide classification study to ensure current classification specifications are consistent with industry standards and that employees are in the correct classifications based on the duties and responsibilities assigned. K&A provided a final classification report in May 2017. Ms. Tsung Hsu, Internal Auditor did not complete a position description questionnaire during the County-wide classification study; therefore, a recommendation was not provided for her position.

At the request of the Auditor Controller, the Human Resources Department (HR) conducted a limited classification study of a single position assigned to the Internal Auditor classification.

Given the analysis within the attached Final Classification Report, HR finds that Principal Financial Analyst is the appropriate classification for Ms. Hsu's position. Reclassifying Ms. Hsu to the Principal Financial Analyst classification will have no impact on her compensation as the salaries for the Principal Financial Analyst and the Internal Auditor are the same. In addition, abolishing the Internal Auditor classification will provide further assurance that in the event of a layoff, Ms. Hsu's seniority date will be

the date she was hired as an Internal Auditor in 2008.

ALTERNATIVES

The Board could choose not to approve the recommended reclassification/reallocation and provide further direction to the Human Resources Department on the matter.

OTHER BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Auditor-Controller's Office

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

There is no financial impact since both classifications are in the unrepresented management group and the salary ranges are the same.

CLERK OF THE BOARD FOLLOW UP ACTIONS

None

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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