



## Legislation Text

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**File #:** 22-1499, **Version:** 1

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Human Resources Department recommending the Board:

- 1) Adopt and authorize the Chair to sign Resolution **134-2022** to approve due to an upward reclassification, the deletion of 1.0 full-time equivalent (FTE) Accountant/Auditor allocation (Position 987) and the addition of 1.0 FTE Cost Accountant within the Auditor-Controller's Office; and
- 2) Waive the competitive recruitment and selection process at the request of the appointing authority in accordance with Personnel Rule 507.1.2.

**FUNDING:** General Fund with partial cost recovery through the Cost Allocation Plan.

### **DISCUSSION / BACKGROUND**

Human Resources has been working to implement a consistent County-wide classification structure by reclassifying employees to classifications that better align with their duties and responsibilities. The Auditor-Controller's Office requested an individual classification study be completed for an Accountant/Auditor position in their office. Human Resources has completed the study and is recommending the appropriate classification as Cost Accountant.

Therefore, Human Resources is recommending the Board approve the upward reclassification of 1.0 FTE Accountant/Auditor, position number 987, to a Cost Accountant in the Auditor-Controller's Office.

- The competitive recruitment and selection process is being waived by the Board of Supervisors in accordance with Personnel Rule 507.1.2.
- The probationary period is being waived at the request of the Auditor-Controller with agreement from the Human Resources Director.
- The salary shall be consistent with Personnel Rule 612, Salary on Reclassification, specifically 612.2, Upward Reclassification.

### **ALTERNATIVES**

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

### **PRIOR BOARD ACTION**

N/A.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Auditor-Controller's Office  
Public Employees, Local #1

### **CAO RECOMMENDATION**

Approve as recommended.

### **FINANCIAL IMPACT**

The approximate annual cost of the increase is \$8,400. The approximate cost for the remainder of

the fiscal year is \$7,000. There are sufficient Salaries and Benefits savings in the department from a vacant position to cover to increased costs for the remainder of the fiscal year.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon Board adoption and approval, please provide a copy of the executed Resolution to the Department of Human Resources.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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