



Legislation Details (With Text)

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Type: Agenda Item **Status:** Approved
File created: 4/30/2021 **In control:** Board of Supervisors
On agenda: 5/18/2021 **Final action:** 5/18/2021
Title: Human Resources Department recommending the Board approve and adopt the revised Library department-specific class specification of Library Systems Technician.

FUNDING: N/A

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Library Systems Technician CLEAN 5-18-21, 2. B - Library Systems Technician REDLINE 5-18-21

Date	Ver.	Action By	Action	Result
5/18/2021	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board approve and adopt the revised Library department-specific class specification of Library Systems Technician.

FUNDING: N/A

DISCUSSION / BACKGROUND

The class specification for Library Systems Technician has been updated to better align with the required duties of the classification and includes changes to clearly address the various functional areas and duties the position may be assigned to perform.

Additionally, the revision includes a minor proposed change to the education and experience introduction statement. With most classifications that require both education and experience, it is the County's current practice to allow a combination of both to allow applicants to qualify. The most common is where experience could be substituted for some or all of the required education. There are classifications that absolutely require certain degrees or certifications that cannot be substituted with experience. Conversely, it is the Human Resources Department's position and industry standard, that in those same situations education not be solely substituted for the required experience. In these instances, depending on the classification, some education may be substituted - but it's important that the County be clear that education, no matter what degrees are held, cannot substitute all experience.

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; and the following education and experience introduction statement has been revised, as previously approved by the Board:

Current Language: Any combination of the required experience, education, and training that would provide the essential knowledge, skills, and abilities is qualifying.

Proposed Language: 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 recommendations herein and direct Human Resources to make revisions or conduct additional analysis.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

El Dorado County Employees' Association, Local 1
Library Department

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

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

CLERK OF THE BOARD FOLLOW UP ACTIONS

Upon Board adoption and approval, please provide a copy of the fully executed Resolution to Lauren Montalvo and Jordan Meyer in Human Resources.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Joseph Carruesco, Interim Director of Human Resources