



Legislation Text

File #: 18-0453, **Version:** 1

Human Resources Department recommending the Board approve the following:

- 1) Revised department-specific class specifications for the Public Defender's Office: Investigator (Public Defender), Public Defender, and Sr. Investigator (Public Defender).
- 2) Newly-created class specifications for the Public Defender's Office: Supervising Deputy Public Defender and Supervising Investigator (Public Defender).
- 3) Adopt and authorize the Chair to sign Resolution **080-2018** to approve the Job Class Numbers (JCN), salary ranges, and bargaining units for the following new classifications: Supervising Deputy Public Defender and Supervising Investigator (Public Defender).

FUNDING: N/A

DEPARTMENT RECOMMENDATION

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DISCUSSION / BACKGROUND

In June 2016, the County engaged Koff & Associates for the provision of professional services to design, conduct, and assist in recommending an implementation approach of a classification and compensation study for all County positions. The overall goals of the classification and compensation study included: developing a competitive and fiscally responsible pay and benefit structure that is based upon market data and meets the needs of the County with regards to recruitment and retention of qualified staff; ensuring employees be recognized for the level and scope of work performed and that they are paid on a fair and competitive basis; and ensuring class specifications reflect current programs, responsibilities, and technology.

In September 2017, the Human Resources Department requested and received Board approval (Legistar #16-0098) to implement, in phases, the County-Wide classification study.

The first round of Phase I departments were taken to the Board on March 20th for approval and adoption by the Board (Legistar #18-0350).

Human Resources is presenting most of the Public Defender's Office for consideration and approval. The remaining classes in the Public Defender's Office and subsequent departments will be presented to the Board for consideration in upcoming Board meetings as they are finalized.

The Human Resources Department has been working with departments (management and

employees) and unions to finalize the following for Board consideration:

- 1) Revised class specifications
 - a) All sections in the class specifications were updated to better reflect the duties and responsibilities currently being performed and are consistent with industry standards.
- 2) New class specifications
 - a) New class specifications were created because the identified bodies of work did not fit into an existing class specification or classification structure.

Public Defender's Office

Department-specific class specifications:

- Investigator (Public Defender)
- Public Defender
- Sr. Investigator (Public Defender)
- Supervising Deputy Public Defender
- Supervising Investigator (Public Defender)

ALTERNATIVES

The Board could choose not to adopt and approve any of the recommendations listed herein and request that revisions be made.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Public Defender's Office, El Dorado County Managers' Association, and Dorado County Employees' Association (Local 1)

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

There is no financial impact associated with this item, as the requested Board action would only revise existing and adopt new class specifications and would not affect the personnel allocation or the compensation of any employees.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Upon Board adoption and approval, please provide Katie Lee in Human Resources with a copy of the fully executed Resolution.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Tameka Usher, Director of Human Resources