



Legislation Text

File #: 19-1753, **Version:** 1

Human Resources Department recommending the Board approve and adopt the:

- 1) Agriculture, Weights & Measures department-specific class specification: Wildlife Specialist;
- 2) Chief Administrative Office department-specific class specification: Airport Technician I/II; and
- 3) Health and Human Services Agency department-specific class specifications: Animal Shelter Supervisor and Energy/Weatherization Technician I/II.

FUNDING: N/A

DISCUSSION / BACKGROUND

In June 2016, the County engaged Koff and Associates (K&A) for the provision of professional services to design, conduct, and assist in recommending an implementation approach of a classification (Phase I) and compensation (Phase II) 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 Human Resources Department has been working with departments (management and employees) and unions to finalize for Board consideration the newly-proposed class specifications and reclassifications (and subsequent allocation changes). The following is being presented to the Board for consideration:

Revised class specifications - All sections in the class specifications were updated to 1) better reflect the duties and responsibilities currently being performed, and 2) to be consistent with industry standards.

Agriculture, Weights & Measures

- Wildlife Specialist
 - Class specification revisions only

Chief Administrative Office

- Airport Technician I/II
 - Class specification revisions only

Health and Human Services Agency

- Animal Shelter Supervisor
 - Class specification revisions only
- Energy/Weatherization Technician I/II
 - Class specification revisions only

ALTERNATIVES

The Board could choose not to adopt the revised class specification and direct Human Resources to make revisions.

PRIOR BOARD ACTION

See above.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Operating Engineers, Local #3, Trades and Crafts

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

The approval and adoption of the revised class specifications will not result in any financial impact, as there are no corresponding changes to the compensation structure.

CLERK OF THE BOARD FOLLOW UP ACTIONS

None

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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