



## Legislation Text

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**File #:** 20-0979, **Version:** 1

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Human Resources Department recommending the Board:

- 1) Approve and adopt the revised class specification: Building Inspection Supervisor (Title change from Operations Supervisor); and
- 2) Adopt and authorize the Chair to sign Resolution **124-2020** to approve the above mentioned title change.

**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 Item 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 newly-proposed class specifications and reclassifications (and subsequent allocation changes). The following is being presented to the Board for consideration:

- Revised Class Specification - All sections in the class specification were updated to better reflect the duties and responsibilities currently being performed and to be consistent with industry standards.

### **Building Inspection Supervisor**

- Class specification revisions
- Title change from Operations Supervisor

### **ALTERNATIVES**

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

### **PRIOR BOARD ACTION**

See above.

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

Operating Engineers Local Union No. 3, Trades and Crafts Bargaining Unit

**CAO RECOMMENDATION**

Approve as recommended.

**FINANCIAL IMPACT**

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

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

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

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Tameka Usher, Director of Human Resources