



## Legislation Text

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**File #:** 21-1325, **Version:** 1

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Human Resources Department recommending the Board approve and adopt the revised Chief Administrative Office department-specific class specification of Emergency Medical Services Specialist.

**FUNDING:** N/A

### **DISCUSSION / BACKGROUND**

The Board of Supervisors approved the transfer of the Emergency Medical Services (EMS) and Emergency Preparedness and Response (EPR) functions from the Health and Human Services Agency (HHSA) to the Chief Administrative Office (CAO) effective July 1, 2019. Following this reorganization, the classification of Quality Improvement Coordinator was reviewed to make changes to better meet the needs of the unit. The changes in the class specification were made to allow the position to perform a broader range of duties and create depth and efficiency within the unit. Additionally, the title was changed to Emergency Medical Services Specialist to better align with comparator agencies and to attract a larger and better-qualified applicant pool. After multiple recruitments that did not result in qualified candidates, as well as discussion and collaboration with EMS management staff, Human Resources has updated the minimum qualifications to better align with comparator agencies to attract a larger, yet still qualified applicant pool.

The current specification requires the candidate to possess the equivalent of an Associate of Arts degree in business administration, public administration, accounting, or hospital management. This has been revised to instead require technical training sufficient to be licensed as a Registered Nurse or Paramedic. This technical background is more prevalent among the types of candidates the department feels will be successful in the position than the education currently required.

### **ALTERNATIVES**

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

### **PRIOR BOARD ACTION**

Legistar # 18-1740 - Transfer of Emergency Preparedness and Emergency Medical System program functions from the Health and Human Services Agency to the Chief Administrative Office

Legistar # 21-0332 - Emergency Medical Services Specialist (title change from Quality Improvement Coordinator) class specification revision

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

El Dorado County Employees' Association, Local 1  
Chief Administrative Office

### **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**

None

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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