

DISCUSSION:

Over time, the County's organizational structure has changed, resulting in new classifications having been added to the County's inventory of classifications; however, the Human Resources Department had not previously sought to eliminate unused classifications. The proposed action cleans-up the County's inventory of classifications by removing those unused classifications which are unrepresented and those unused classifications in which the meet and confer process has concluded. In December 2017, the Board of Supervisors took the same action by removing the unused classifications which are represented by Unit 19 (Senior and Executive Management). In May 2018, the Board of Supervisors took the same action by removing the unused classifications which are represented by Unit 6 (Health and Social Services Supervisors), Unit 10 (Skilled Craft and Service Maintenance), Unit 16 (Mid-Management) and Unit 17 (Law Enforcement Management).

In preparing the listing of unused classifications, the Human Resources Department consulted with all departments, receiving confirmation that the identified classification had no future anticipated use. The Human Resources Department sought clarification from departments on any identified classification that the respective department identified a potential future use and consulted with the County Administrator. Only those classifications which presently have no allocation positions and for which there is not an anticipated future need are on the attached resolution for removal from the County's Alphabetical Listing of Classes and Salaries.

On April 3, 2018, the authorized representatives of the SEIU-represented bargaining units were notified of the proposal to remove the unused classifications. The County concluded meeting with SEIU on June 15, 2018. On June 6, 2018, the authorized representative for Unit 19 was notified of the proposal to remove the unused classification and the County received no request from the union to meet.

On August 8, 2018, the Civil Service Commission removed from the classification plan those unused classifications which are within the classified service.

ALTERNATIVES:

The Board of Supervisors could opt to maintain the existing Alphabetical Listing of Classes and Salaries; however, this option is not recommended as the listing includes those classifications in which there is no reasonable expectation of future use. Additionally, removal of unused classifications eliminates any request for reclassification to a classification that is no longer appropriate under the existing organizational structure.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department consulted with County departments to confirm that departments did not have a future anticipated need for any of the identified classifications. The Human Resources Department also noticed the exclusive representatives for positions within each impacted bargaining unit and the Human Resources Department meet and conferred with representatives from SEIU, which represents bargaining units 2, 5, 7, 8, 9, 87 and 89.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION