



Agenda Submittal

Agenda #: 13 **Status:** Consent Calendar
Type: Resolution **Department:** Human Resources
File #: 19-25 **Contact:** Marc Fox, 784-2552
Agenda date: 1/8/2019 **Final action:** 1/8/2019
Title: Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the new classification of Epidemiologist (Senior) with a monthly salary of \$6,841.16 - \$8,315.48

Governing body: Board of Supervisors
District: All
Attachments: 1. A - Resolution, 2. Adopted Resolution, 3. Minute Order

Date	Ver.	Action By	Action	Result
1/8/2019	1	Board of Supervisors	Adopted	

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Human Resources recommends that the Board of Supervisors adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the classification Epidemiologist (Senior) with a monthly salary of \$6,841.16 - \$8,315.48.

SUMMARY:

The Health and Social Services Department was allocated one (1) full-time equivalent (FTE) position during the FY2018/19 budget hearings for the classification of Epidemiologist (Senior) (TBD). The Health and Social Services Department asked that Human Resources develop this classification to add a lead position to the Epidemiology team.

FINANCIAL IMPACT:

There is no fiscal impact in adopting the resolution as the recommended action is to set salary. The Board previously approved the staffing allocation. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The Health and Social Services Department made the initial inquiry to establish the class of Epidemiologist (Senior), and the Board of Supervisors previously authorized one full-time equivalent (FTE) position, subject to the classification being approved.

The Epidemiologist (Senior) will, under general direction, plan, design, direct and conduct complex epidemiologic and biostatistical studies, investigations, and research by utilizing epidemiologic, statistical, survey and research methodologies and biologic theory to understand and describe the distribution and determinants of health and disease. Incumbents in this classification will act as lead workers to

Epidemiologists.

The proposed monthly salary is \$6,841.16 per month (Step 1) through \$8,315.48 per month (Step 5).

ALTERNATIVES:

The Board of Supervisors could elect to not amend the Alphabetical Listing of Classes and Salaries to add the classification at the recommended salary; however, this is not recommended as the Health and Social Services Department has asked for this new classification and the Board of Supervisors previously approved adding one FTE.

OTHER AGENCY INVOLVEMENT:

Human Resources worked with the Health and Social Services Department in creating the new class specification Epidemiologist (Senior). The Epidemiologist (Senior) classification is represented by SEIU bargaining Unit 7 (Regulatory, Technical and General Services Employee), and the parties met and conferred on November 19, 2018. The Civil Service Commission approved the new class of Epidemiologist (Senior) at the December 12, 2018 Commission meeting.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION