



Solano County

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Legislation Text

File #: 14-0806, **Version:** 1

Amend the Alphabetical Listing of Classes and Salaries to reflect the amended titles of Animal Control Officer and Community Services Coordinator

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

DEPARTMENTAL RECOMMENDATION:

The Director of Human Resources recommends that the Board of Supervisors amends the Alphabetical Listing of Classes and Salaries to reflect the amended classification titles of Animal Control Officer and Community Services Coordinator.

SUMMARY:

The Civil Service Commission adopted amendments to two classifications, which included amending the classification title. The proposed action finalizes the Civil Service Commission's approval by amending the County's alphabetical listing of classifications to reflect the amended job titles.

FINANCIAL IMPACT:

There is no financial impact in adopting the resolution as only the classification descriptions and titles changed. There was no change to salary or benefits.

DISCUSSION:

On March 12, 2014, the Civil Service Commission approved amendments to the Animal Care Officer classification, including the change of job title to Animal Control Officer. The Civil Service Commission approved changes to the minimum qualifications, reflecting work experience and training requirements which are minimally required. The Civil Service Commission also approved the title change as an alignment with the job duties.

On November 12, 2014, the Civil Service Commission approved amendments to the Mental Health Services Coordinator classification, including the change of job title to Community Services Coordinator. The classification description and title were revised to broaden the example programs listed to include Housing and Urban Development (HUD) funded/sponsored housing assistance programs and reflects the duties of the additional position authorized in the current budget.

While the Civil Service Commission is authorized to amend classification descriptions, it does not have the authority to amend the County's Alphabetical Listing of Classes and Salaries, which is governed by the Board of Supervisors. The final step in the process is for the Board to amend the alphabetical listing to reflect both classifications new title. There is no change in salary or benefits to either classification.

ALTERNATIVES:

The Board of Supervisors could elect to not adopt the proposed resolution; however, this action is not

recommended as the salary schedule would reflect inaccurate job titles for two classifications which were amended by the Civil Service Commission.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department worked with the Sheriff's Office, the Health and Social Services Department, the unions which represent each classification, and the Civil Service Commission in amending these two job classifications.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION