



CALAVERAS COUNTY BOARD OF SUPERVISORS AGENDA SUBMITTAL

Short Name/Subject Changes to the Position Control List for FY 20/21 Final Budget	Board Meeting Date September 22, 2020	Agenda Number 32
Dept: Administrative Office Div: Human Resources Contact: Judy Hawkins Preparer: Judy Hawkins Phone: 209-754-6772	Supervisorial District Number Countywide	
Published Notice Required? No Public Hearing Required? No	Estimated Time: 0	
Type of Document? Resolution PowerPoint Presentation Included? No Budget Transfer Included (Must be signed by Auditor)? No Complete Agreement Required? No Position Allocation Change? No		

RECOMMENDATION:

Adopt a Resolution authorizing changes to the Position Control List for Fiscal Year 2020/21 Final Budget effective September 26, 2020.

DISCUSSION/SUMMARY:

The Board of Supervisors was presented with the fiscal year 2020/21 final budget starting on September 8, 2020 and concluding September 9, 2020. Human Resources is now bringing forward a resolution to authorize the changes to the Position Control List approved by the Board during the budget hearings. All of the approved personnel changes are summarized below, along with the cost impacts of these changes.

The changes to the Position Control List are as follows:

SHERIFF'S DEPARTMENT:

Reclassification of a Dispatch Clerk to a Sr. Dispatch Clerk to allow for proper supervision and training on all shifts, since the department operates 24/7. There are currently three (3) Sr. Dispatch positions. The annual additional cost to the department will be \$2,787.20 and absorbed into the FY 20/21 budget. There should not be an increase to the FY 20/21 budget since the Deputy position will be frozen and there will be salary savings from the vacancy of the Corporal position.

The addition of a Corporal to fill a vacancy that is expected to last up to one year. The Sheriff has agreed to freeze the Deputy Sheriff position that is being vacated by the individual moving to Corporal until brought back to the Board at a later date.

ASSESSOR'S OFFICE:

Reclassification of the vacant Appraiser Analyst to Assessment Standards Analyst who will have technical responsibility for the Standards and Systems functions of the Assessor's Office. The

annual increase in salary is \$17,482.00 and will be absorbed into the department's current budget for FY 20/21.

FINANCING:

These personnel changes will not impact the CAO's Fiscal Year 2020/21 Final Budget.

ALTERNATIVES:

The Board could elect not to approve the position control list adjustments. This alternative is not recommended since the changes were approved during budget hearings.

OTHER AGENCY INVOLVEMENT:

County Administrative Office, Board of Supervisors

APPROVED BY:



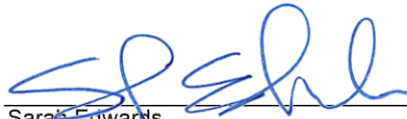
Albert Alt, County Administrative Officer

9/14/2020



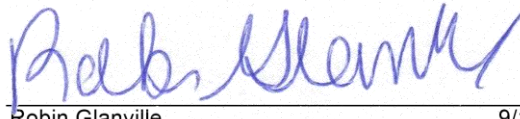
Albert Alt, County Administrative Officer

9/14/2020



Sarah Edwards

9/14/2020



Robin Glanville

9/14/2020

BOARD OF SUPERVISORS, COUNTY OF CALAVERAS
STATE OF CALIFORNIA
September 22, 2020

Resolution
No. (ID # 5569)

**AUTHORIZE CHANGES TO THE POSITION CONTROL
LIST FOR FISCAL YEAR 2020/21 FINAL BUDGET
EFFECTIVE SEPTEMBER 26, 2020**

WHEREAS, the Board of Supervisors, County of Calaveras, has approved certain new positions, reclassifications, and job descriptions as part of the FY 2020/21 Final Budget effective September 26, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors, County of Calaveras, hereby approves the following changes to the Position Control List effective September 26, 2020.

Add:

Department	Pos. Control #	Position Title	Range	FTE	Unit	Salary
Sheriff	32-44	Corporal	906	1.0	9	\$31.55 - \$38.34

Reclassification From:

Department	POS #	Position Title	Range	FTE	Unit	Salary
Sheriff - Dispatch	33-06	Dispatch Clerk	10515	1.0	10	\$21.52 – \$26.16
Assessor	05-06	Appraiser Analyst	521	1.0	5	\$25.50 – \$31.01

**Reclassification
to:**

Department	POS #	Position Title	Range	FTE	Unit	Salary
Sheriff - Dispatch	33-06	Sr. Dispatcher	10520	1.0	10	\$22.59 – \$27.50
Assessor	05-06	Assessment Standards Analyst	459	1.0	4P	\$32.31 – \$39.30

Chair

ATTEST

Rebecca Turner, Ex-Officio Clerk
of the Board of Supervisors, County of Calaveras

Deputy Clerk