

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

- Resolution No.: )  
 )  
 Adopt a Resolution to: )  
 a) Amend the Department of Social Services Budget Unit 001-5010-SOC003-8260 to add )  
 one (1) Office Assistant II (80E21); )  
 b) Authorize the County Administrative Office to incorporate the changes to the FY 2016- )  
 17 Adopted Budget Unit 001-5010-SOC003-8260 to reflect the change in position )  
 counts; and )  
 c) Authorize the Auditor-Controller’s Office to increase estimated revenues and )  
 appropriations in Budget Unit 001-5010-SOC003-8260 by \$34,903 by incorporating )  
 approved modifications in the FY 2016-17 Adopted Budget (4/5<sup>th</sup> vote required). )

WHEREAS, the Department of Social Services had determined that the Military and Veterans Affairs Office requires one (1) Office Assistant II to meet the operational needs of the program; and

WHEREAS, with the opening of the new Veterans Administration (VA) Department of Defense (DoD) clinic, there is an increase in both active duty and reserves veterans frequenting the Military and Veterans Affairs offices (MVAO). Veteran’s services are provided in multiple locations, with an additional office located inside the new clinic; and

WHEREAS, the one (1) Office Assistant II will help support the increasing workload of the MVAO by providing additional administrative support to the veterans’ representatives; and

NOW, THEREFORE, the Monterey County Board of Supervisors hereby resolved to approve the following:

Adopts Resolution to:

- a) Amend the Department of Social Services Budget Unit 001-5010-SOC003-8260 to add one (1) Office Assistant II (80E21);

**Department of Social Services 5010 (Unit 8260)**

Class Code	Position Title	Position Number	Position Increase/(Decrease)	Revised Total FTE
80E21	Office Assistant II	0001	1.0	1.0

- b) Direct the County Administrative Office to incorporate the approved changes in the FY 2016-17 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM System.

PASSED AND ADOPTED on this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by the following vote, to-wit:

AYES:  
NOES:

ABSENT:

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book\_\_\_ for the meeting on \_\_\_\_\_.

Dated:

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By \_\_\_\_\_  
, Deputy