

**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 001-5010-8262-SOC005 to reallocate (1) Supervising Office Assistant I to one (1) Supervising Office Assistant II, and four (4) Office Assistant II's to four (4) Eligibility Specialist II's for the Community Benefits Program;
- b. Amend the Department of Social Services Budget Unit 001-5010-8262-SOC005 to reallocate one (1) Principal Clerk Confidential to one (1) Personnel Technician Confidential; and
- c. Authorize and direct the County Administrative Office and the Auditor-Controller's Office to incorporate the changes in the FY 2020-21 Adopted Budget Unit 001-5010-8262-SOC005 to reflect the change in position counts.

WHEREAS, the Department of Social Services has determined the need to reallocate one (1) Supervising Office Assistant I to one (1) Supervising Office Assistant II for the Community Benefits Program; and

WHEREAS, the Department of Social Services has determined the need to add four (4) Office Assistant II's to four (4) Eligibility Specialist II's for the Community Benefits Program; and

WHEREAS, the Department of Social Services has determined the need to add one (1) Principal Clerk Confidential to one (1) Personnel Technician Confidential for Human Resources to better meet the service needs of the department; and

WHEREAS, the Human Resources Department has reviewed and approved the Request to Classify to reallocate these positions;

NOW, THEREFORE, BE IT RESOLVED THAT, the Monterey County Board of Supervisors does hereby:

1. The Department of Social Services Budget Unit 001-5010-8262-SOC005 is amended to reallocate one (1) Supervising Office Assistant I to one (1) Supervising Office Assistant II, and four (4) Office Assistant II's to four (4) Eligibility Specialist II's for the Community Benefits Program as indicated below; and
2. The Department of Social Services Budget Unit 001-5010-8262-SOC005 is amended to reallocate one (1) Principal Clerk Confidential to one (1) Personnel Technician Confidential as indicated below:

From/To	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	80E81	Supervising Office Assistant I	0015	(1.0)	17.0
To	80E82	Supervising Office Assistant II	0002	1.0	2.0
From	80E21	Office Assistant II	0013, 0026, 0034, 0046	(4.0)	81.0

To	25E21	Eligibility Specialist II	0186, 0187, 0188, 0189	4.0	168.0
From	80E98	Principal Clerk - Confidential	0001	(1.0)	2.0
To	14H03	Personnel Technician – Conf.	0004	1.0	4.0
TOTAL				0	

3. The County Administrative Office and the Auditor-Controller’s Office are authorized and directed to incorporate the changes in the FY 2020-21 Adopted Budget Unit 001-5010-8262-SOC005 to reflect the change in position counts.

PASSED AND ADOPTED upon motion of Supervisor _____, seconded by Supervisor _____ and carried on this ____ day of _____, 2021 by the following vote, to-wit:

AYES:

NOES:

ABSENT:

I, Valerie Ralph, 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:

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
, Deputy