

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

Resolution No.:

- a. Approve reallocation of one (1) Administrative Services Assistant (14C70) to one (1) Administrative Services Officer (14C71) in the Auditor-Controller Office (Administration 1110-8011) as indicated below;
- b. Authorize the Auditor-Controller to incorporate the approved changes in the Auditor-Controller’s Office (Administration 1110-8011) FY 2020-21 Adopted Budget;
- c. Direct the Human Resources Department to implement the changes in the Advantage HRM system. )

**WHEREAS**, Monterey County Auditor-Controller’s Office (ACO) is reallocating one (1) Administrative Services Assistant (14C70) to one (1) Administrative Services Officer (14C71) position in the Auditor-Controller’s Office - Administration (1110-8011) as indicated below;

Reallocate Positions –					
From/To		Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	14C70	Administrative Services Assistant	0001	(1.0)	0
To	14C71	Administrative Services Officer	0001	1.0	1.0

**WHEREAS**, the reallocation would accurately reflect the higher-level duties and responsibilities that have been absorbed and performed by the incumbent;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors in and for the County of Monterey as follows:

- 1. One (1) Administrative Services Assistant (14C70) is approved to be reallocated to one (1) Administrative Services Officer (14C71) position in the Auditor-Controller’s Office - Administration (1110-8011).

PASSED AND ADOPTED on this 1st day of December 2020, 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