



For the current fiscal year, there will be no additional expenditures as the Office Assistant II position is currently vacant and will remain vacant until this reclassification reallocation and resulting hiring process is completed. The hiring process will take several months and salary savings will easily cover all expenditures this fiscal year. For FY 2019-20, the additional costs for the Supervising Legal Secretary will be included in the budget development process. The estimated increase in FY 2019-20 are the difference between the salary costs between the two positions, at approximately \$19,507.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Improving public safety by providing increased organization support and coordination to Legal Support Staff.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Attachments:

None