



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legislation Details

File #: RES 12-0058 **Name:** Reclassify Mailroom Clerk Resolution

Type: BoS Resolution **Status:** Passed

File created: 5/24/2012 **In control:** Board of Supervisors

On agenda: 6/26/2012 **Final action:** 6/26/2012

Title: Adopt Resolution to:
a. Amend Personnel Policies and Practices Resolution No. 98-394 to create the classification of Senior Mailroom Clerk with salary range as indicated in the attached Exhibit A, Table 1;
b. Approve reclassification of one (1) Mailroom Clerk to one (1) Senior Mailroom Clerk;
c. Amend the FY 2011-12 Resource Management Agency Budget, Unit 8177, to delete one (1) Mailroom Clerk and add one (1) Senior Mailroom Clerk in the attached Exhibit A, Table 2;
d. Authorize the County Administrative Office to modify approved position changes in the FY 2011-12 Budget and the FY 2012-13 Adopted Budget; and
e. Direct the Department of Human Resources to incorporate the changes.

Sponsors: Resource Management Agency

Indexes:

Code sections:

Attachments: 1. Resolution, 2. Exhibit A - Amendment to Personnel Policies and Practices Resolution No. 98-394 Control No. 12-004, 3. Completed Board Order and Resolution

Date	Ver.	Action By	Action	Result
6/26/2012	1	Board of Supervisors	adopted	Pass