



County of Monterey

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

Board Report

File #: BC 19-179, **Version:** 1

Support authorizing the County Administrative Office to reallocate one (1) Management Analyst II in County Counsel - Departmental (001 - 1210 - 8057 - COU001) to a Management Analyst III and reflect the change in position counts.

RECOMMENDATION:

It is recommended that the Board of Supervisor's Budget Committee:

Support authorizing the County Administrative Office to reallocate one (1) Management Analyst II in County Counsel - Departmental (001 - 1210 - 8057 - COU001) to a Management Analyst III and reflect the change in position counts.

SUMMARY:

County Counsel - Departmental includes two (2) Management Analyst ("MA") II positions. One of those positions is currently performing duties consistent with those of a Management Analyst III, and the County Counsel desires to reallocate that position appropriately.

DISCUSSION:

One of the County Counsel's MA II positions is currently performing higher duties and taken on greater responsibilities than those set forth in the MA II job description. Those duties and responsibilities are consistent with those set forth in the MA III job description. The County Counsel requested the Human Resources Department to perform the duties and responsibilities being performed by the MA II to determine if the position met the requirements for reclassification, and the Human Resources Department has found that it does.

OTHER AGENCY INVOLVEMENT:

Human Resources agrees that the position meets the requirements for reclassification to a Management Analyst III.

FINANCING:

There is no impact to the General Fund this fiscal year in that the estimated cost for the remainder of the fiscal year is approximately \$3,150 and sufficient appropriation exists to cover that cost. The marginal annual cost for the reclassification for future fiscal years (approximately \$10,000) will be addressed in the annual budget process.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Prepared by:

Leslie J. Girard, Chief Assistant County Counsel, x5365

Approved by:

Charles McKee, County Counsel, x5312