



County of Monterey

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

Board Report

File #: RES 22-005, **Version:** 1

Adopt a Resolution to:

- a. Amend County Counsel Budget Unit 8057 - Fund 001 - Appropriation Unit COU001 to reallocate one (1) Chief Deputy County Counsel to one (1) Assistant County Counsel as indicated in Attachment A;
- b. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors adopts a Resolution to:

- a. Amend County Counsel Budget Unit 8057 - Fund 001 - Appropriation Unit COU001 to reallocate one (1) Chief Deputy County Counsel to one (1) Assistant County Counsel as indicated in Attachment A;
- b. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

SUMMARY/DISCUSSION:

County Counsel is requesting to reallocate a vacant Chief Deputy County Counsel position to an Assistant County Counsel position. The County Counsel's Office has 3 major legal divisions; Land Use, General Government and Litigation. The Assistant County Counsel positions are critical in that they direct and supervise the work of one or more major legal divisions while personally performing highly complex and difficult legal work in providing legal counsel to the Board of Supervisors and County departments.

The County Counsel's Office previously had two (2) Assistant County Counsel with one managing the Land Use division and one managing the General Government and Litigation Divisions. The recent promotion of the Assistant County Counsel managing the General Government and Litigation Divisions to the Chief Assistant County Counsel position has created the need for this reallocation as the Assistant County Counsel was underfilling the Chief Assistant County Counsel position and there is not another Assistant County Counsel position that can be filled. There is a vacant Chief Deputy County Counsel position that is recommended to be reallocated to an Assistant County Counsel position to perform the higher-level duties in order to manage the operations of the department as neither the Chief Assistant County Counsel nor County Counsel have the time to absorb or undertake the additional duties.

The Human Resources Department recommends the reallocation of a Chief Deputy County Counsel to Assistant County Counsel to appropriately classify the level of duties needed to be performed.

OTHER AGENCY INVOLVEMENT:

The Board of Supervisors Budget Committee and County Administrative Office concur with the recommendations.

FINANCING:

The salary and benefits increase for the County Counsel Budget Unit 8057 - Fund 001 - Appropriation Unit COU001 for the remainder of FY 2021-22 is approximately \$12,000 or \$26,000 annually and is anticipated to be absorbed within the departments existing appropriations. Current estimates indicated the department will be

able to absorb the fiscal impact of this reallocation; however, if this should change in the future, the affected department will return to the Budget Committee to request an appropriation increase if needed.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of Monterey County.

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

Prepared by: Kim Moore, Assistant Director of Human Resources

Approved by: Irma Ramirez-Bough, Director of Human Resources

Attachments:

Attachment A

Resolution