

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

Resolution No.

- Adopt Resolution to:)
a. Amend the FY 2023-24 Probation Department Adopted Budget (Fund 001-Dept.)
2550-Unit 8166-Appropriation Unit PRO001) to reallocate one (1) 1.0 FTE Word)
Processor to one (1) 1.0 FTE Associate Personnel Analyst and transfer it from Unit)
8166 to Unit 8167, as indicated in Attachment A; and)
b. Direct the County Administrative Office and the Auditor-Controller to incorporate)
the approved position changes in the FY 2023-24 Adopted Budget.)

WHEREAS, due to ongoing demand and increased recruitment activity, and existing workload, the current staff is not sufficient to complete all human resource related activities needed to comply with health and safety requirements; and

WHEREAS, the business need for the Associate Personnel Analyst position is necessary to resolve the lack of adequate HR staffing levels and alleviate the continued delay of hiring critical and essential positions to protect the security, health, and wellbeing of the community.; and

WHEREAS, the existing Human Resource staff are already working at full capacity and cannot absorb compounded duties; and

WHEREAS, it is recommended that one (1) vacant Work Processor position be reallocated to one (1) Associate Personnel Analyst position;

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

1. The Probation Department's (2550-8166-PRO001) Adopted Budget is amended to reallocate one (1) Word Processor position to one (1) Associate Personnel Analyst position and transfer it from Unit 8166 to Unit 8167, as indicated in Attachment A; and
2. The County Administrative Office and Auditor-Controller are directed to incorporate the approved position changes in the FY2023-2024 Adopted Budget.

PASSED AND ADOPTED this _____ day of _____, 2024 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