

DEPARTMENT: County Counsel BY: Jeffrey G. Green PHONE: 209/966-3222

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes () No(X))

Adopt this resolution taking action on the 1996 Reclassification Requests pursuant to recommendations set forth in the attached report.

BACKGROUND AND HISTORY OF BOARD ACTIONS: The Memoranda of Understanding (MOUs) with SEIU and AFSCME specify that employees or department heads may request reclassification of existing County classifications once annually during the month of October, and the Administrative Officer is required to review the requests and make recommendation to the Board of Supervisors. A total of nine requests were received. The attached report encompasses recommendations for eight; because of one position as an assistant department head, pursuant to agreement between the affected Department Head and County Counsel, one request is being held for review by the new CAO.

The attached report is in response to the requests for reclassification received in October 1996. Because of the turnover in the CAO position and in accordance with Mike Coffield's recommendation prior to his departure, the attached report has been prepared by the Personnel Analyst; it has been reviewed and approved by County Counsel as Acting Personnel Director. Because of an obvious conflict of interest in the County Counsel's Office, all work relative to the review and recommended action for one reclassification request, affecting Marita Green's position, was completed by Mike Coffield prior to his departure. It is appended to the attached report as an addendum and is to be included herewith for requested Board action. The Board of Supervisors is required by the MOUs to act upon the requests within 20 days of receipt of the recommendation by the Administrative Officer. Three regularly scheduled meetings fall within this time period, namely, January 14th, 21st and 28th.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The Board may act upon each individual reclassification recommendation. If the Board fails to take action with respect to any of these reclassification requests, the County will be out of compliance with the terms of the MOUs.

COSTS: () Not Applicable

A. Budgeted current FY \$ _____

B. Total anticipated costs \$ _____

C. Required additional funding \$ _____

D. Internal transfers \$ _____

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues \$ _____

B. Reserve for contingencies \$ _____

C. Source description: _____

Balance in Reserve for Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 97-41 Ord. No. _____

Vote - Ayes: 3 Noes: 1

Absent: Foster Abstained: Salzman

() Approved () Denied

() Minute Order Attached () No Action Necessary

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Submitted with Comment

Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

Comment: _____

A.O. Initials: *JG*

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: JEFFREY G. GREEN, County Counsel
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: 1996 RECLASSIFICATION REQUESTS; RES. 97-41

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,
ADOPTED THIS Order on January 28, 1997

ACTION AND VOTE:

10:10 a.m. Jeffrey G. Green, County Counsel;
1996 Reclassification Requests (Continued from 1/14/97)
BOARD ACTION: Following discussion, (M)Pickard, (S)Reilly, Res. 97-41 adopted approving requests as recommended. Supervisor Balmain requested that the matter be continued to February 4, 1997, for a full Board to be present and requested that when departments apply for grant funding that may result in a reclassification request, that the Board be advised up front of this possibility. Supervisor Reilly requested that consideration be given to requesting the reclassification requests earlier - perhaps during the budget process. Janet Bibby/DA-Paralegal, advised that the award of grants in the District Attorney's office have not had any impact on their reclassification requests. Ayes: Reilly, Stewart, Pickard; Noes: Balmain; Excused: Parker.

cc: Ken Hawkins, Auditor
Janet Hogan, County Administrative Officer
Nancy Kyle, Personnel
Christine Johnson, District Attorney
Tom Archer, Human Services Director
Dr. Mosher, Public Health Officer
Mike Edwards, Public Works Director
Don Phillips, Treasurer/Tax Collector
File