SANTA CRUZ COUNTY
BOARD OF SUPERVISORS INDEX SHEET

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Resolution(s): 43-2005

Ordinance(s):

Contract(s):

Continue Date(s):

Index: --Letter of Personnel Department

Item: 13. ADOPTED RESOLUTION NO. 43-2005 amending Salary Resolution No. 279-75 to implement various classification and salary actions, as recommended by the Personnel Director

COUNTY OF SANTA CRUZ

PERSONNEL DEPARTMENT
701 OCEAN STREET, SUITE 310, SANTA CRUZ, CA 95060-4073
(831) 454-2600 FAX: (831) 454-2411 TDD: (831) 454-2123
DANIA TORRES WONG, DIRECTOR

February 16, 2005

Agenda: March 8, 2005

APPROVED AND FILED
BOARD OF SUPERVISORS
DATE: March 8, 2005
COUNTY OF SANTA CRUZ
SUSAN A. MAURIELLO
EX-OFFICIO CLERK OF THE BOARD
BY Sharon Mitchell DEPUTY

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

ADOPT RESOLUTION TO IMPLEMENT VARIOUS CLASSIFICATION AND SALARY ACTION AS RECOMMENDED BY THE PERSONNEL DIRECTOR

Dear Members of the Board:

As a result of a reassignment of duties within the Building and Inspections Unit of the Planning Department, the Planning Department has requested that the Personnel Department review the job classification and salary for the Chief Building Inspector.

The Personnel Department has concluded the review of the Chief Building Inspector classification and recommends that the salary be adjusted downward to a new range of $35.96 - $47.94 per hour as a result of the transfer of the management duties over the building counter operations from the Chief Building Inspector to an existing Principal Planner position.

Additionally, at the request of the Health Services Agency, the Personnel Department recently reviewed and updated the class specifications for the management Detention Nurse series in order to allow the use of these management classifications for more than just one division of the Health Services Agency. Therefore, as a result of the update to these classifications, the Personnel Department recommends that your Board approve changing the titles of the Detention Nurse Program Manager and Detention Nurse Assistant Program Manager to Director of Nursing and Assistant Director of Nursing, respectively, with no changes to the salary range.

Furthermore, the Health Services Agency also requested that the Personnel Department create a classification that would specifically address Health Services Agency's medical billing needs. As a result of that review the Personnel Department would recommend that the new classification of Medical Billing Technician be created and be set at the salary range of $19.51 - $24.66 per hour.

It is RECOMMENDED that your Board:

1. Adopt the attached amendment to Resolution No. 279-75 to revise the job specification for the Chief Building Inspector and change the salary range to No. D9 ($35.96 - $47.94 per hour), effective at 12:01 a.m. on March 12, 2005; and

2. Approve the title changes to the Detention Nurse Program Manager and Detention Nurse Assistant Program Manager job classifications to Director of Nursing and Assistant Director of Nursing respectively; and

3. Adopt the attached amendment to Resolution No. 279-75 to create the new job classification of Medical Billing Technician and place it at salary range No. V2 ($19.51 – $24.66 per hour), effective at 12:01 a.m. on March 12, 2005.

Very truly yours,

Dania Torres Wong
Personnel Director

RECOMMENDED

Susan A. Mauriello
County Administrative Officer

DTW:TC

Attachment: Proposed Amended Resolution 279-75

Cc Auditor-Payroll, Planning Department, Health Services Agency, Middle Management Association, SEIU Local 415, Personnel (2)

BEFORE THE BOARD OF SUPERVISORS

OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. 43-2005

On the motion of Supervisor Wormhoudt
Duly seconded by Supervisor Beautz
The following resolution is adopted:

RESOLUTION AMENDING SALARY RESOLUTION NO **279-75**

BY: 717
(Amendment No.)

WHEREAS, this Board of Supervisor on June **25, 1975** adopted Resolution No. **279-75** establishing the compensation of County officers, deputies, assistants and employees; and

WHEREAS, the Personnel Director has recommended the revision of the Chief Building Inspector job specification and the salary range; the re-titling of certain classifications; and

WHEREAS, the Personnel Director has recommended the creation of the Medical Billing Technician job classification; and

WHEREAS, it is now desirable and necessary to amend said resolution to effect said change.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that Resolution No. **279-75** be amended effective March **12, 2005,** at **12:01** a.m., by:

1. Changing the salary range of the Chief Building Inspector from range No. T5 **($37.08 - $49.47** per hour) to salary range No. D9 **($35.96 - $47.94);** and
2. Re-titling the job classification of Detention Nurse Program Manager to Director of Nursing; and
3. Re-titling the job classification of Detention Assistant Program Manager to Assistant Director of Nursing; and
4. Creating the Medical Billing Technician job classification at the range No. **Y2 ($19.51 - $24.66** per hour).

PASSED AND ADOPTED by the Board of Supervisors of the County **of** Santa Cruz, State of California this 8th day of March **2005,** by the following vote:

AYES:	SUPERVISORS	Beautz, Pirie, Wormhoudt, Stone and Campos
NOES:	SUPERVISORS	None
ABSENT:	SUPERVISORS	None

TONY CAMPOS
Tony Campos, Chairperson of the Board

ATTEST: GAIL T. BORKOWSKI
Clerk of the Board

Approved as to form:
County Counsel

STATE OF CALIFORNIA)
COUNTY OF SANTA CRUZ) ss
I SUSAN A MAUAIELLO. County Administrative Officer and ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz. State of California do hereby certify that the foregoing is a ?rue and correct copy of the resolution passed and adopted by and entered in the minutes of the said board. In witness whereof I have hereunto set my hand and affixed the seal of the said Board on March 8 20 05.
SUSAN A. MAURIELLO. County Administrative Officer
Sharon Mitchell

Cc: Auditor-Payroll, Planning Department, Health Services Agency, Personnel, Middle Management Association, SEIU Local **415.**