

POSITION ADJUSTMENT REQUEST

C.34

NO. 25739
DATE 5/12/2021

Department Public Defender's Office
Department No./ Budget Unit No. 0243 Org No. 2905 Agency No. 43

Action Requested: Adopt Position Adjustment Resolution No. 25739 directing Human Resources to conduct a salary survey for the Public Defender Chief Investigator (6EH1) (unrepresented) position and provide recommended salary range based on study results to adjust the current salary scale.

Proposed Effective Date: 7/1/2021

Classification Questionnaire attached: Yes [] No [X] / Cost is within Department's budget: Yes [] No [X]

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost
Total this FY \$0.00 N.C.C. this FY

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

Department must initiate necessary adjustment and submit to CAO. Use additional sheet for further explanations or comments.

Susan Woodhouse

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Melissa Crockett for Paul Reyes

5/24/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/8/2021

A salary study was conducted in which 9 Bay Area counties provided salary information for comparable positions. There were 7 matches. The median monthly salary after the inquiry is \$12,688.86. With this, we have a new proposed salary range. Our recommendation is to reallocate the salary of the Public Defender Chief Investigator (6EH1) from B85 1805 (\$97,153.002 - \$118,090.077) to \$125,269.879- \$152,266.320.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [] Day following Board Action.

[X] 7/1/2021(Date)

Alexandra Austin

7/8/2021

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

7/22/2021

- [X] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED []

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 07-27-2021

BY

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows: