



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Ito, Human Resources Consultant
Date: August 18, 2015

Subject: Adopt Ordinance No. 2015-14 to Exempt the Classification of Assistant Deputy Director, Conservation and Development from the Merit System

RECOMMENDATION(S):

ADOPT Ordinance No. 2015-14 amending Section 33-5.403 of the County Ordinance Code to exempt from the Merit System the classification of Assistant Deputy Director, Conservation and Development-Exempt.

FISCAL IMPACT:

There is no cost associated with this action.

BACKGROUND:

The class of Assistant Deputy Director is a newly established class in the Department of Conservation and Development (DCD). This position will report directly to the Director and will have a level of authority and responsibility similar to the class of DCD Deputy Director (which is an exempt class) but will differ only in that the Assistant Deputy Director will have somewhat smaller range of program areas to oversee. The Assistant Deputy Director is considered to be a high-level/high-profile position in the Department and will have responsibility for shaping and advocating for substantive program policies. This position is expected to represent the County and DCD before regional, State, and Federal agencies. It is for these reasons that the class position meets the criteria for exempt classifications as

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/18/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

ABSENT: Federal D. Glover, District V
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 18, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Victoria Mejia (925)
674-7726

outlined under Administrative Bulletin No. 430.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, DCD will not be able to ensure maximum responsiveness of this high-level position. Furthermore, it will limit DCD's flexibility to manage and fill this position.

ATTACHMENTS

Ordinance No.
2015-14