



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: February 6, 2018

Subject: Introduce Ordinance 2018-03 to Exclude Departmental Personnel Officer-Exempt classification from the Merit System

RECOMMENDATION(S):

INTRODUCE Ordinance 2018-03 amending the County Ordinance Code to exclude from the Merit System the new classification of Departmental Personnel Officer-Exempt, WAIVE READING and Fix February 13, 2018, for adoption.

FISCAL IMPACT:

No Fiscal Impact

BACKGROUND:

Human Resources supports the establishment of the Departmental Personnel Officer-Exempt classification and is hereby introducing Ordinance 2018-03 to exempt the classification from the merit system to provide large diverse county departments the ability to recruit, select and appoint a single high level personnel management position to oversee, plan, direct and manage the personnel program and personnel staff responsible for employee relations, recruitment; selection; classification; compensation; safety; executive, managerial,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/06/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
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: February 6, 2018

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

By: Stephanie Mello, Deputy

Contact: D.Dinsmore (925)
335-1766

cc:

BACKGROUND: (CONT'D)

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supervisory and organization development for respective department. The Departmental Personnel Officer will serve as a member of the Department's Executive Team, provide advice to Department Directors, Deputy Director, and Managers on full range of personnel, labor relations, staff development and training related issues. The Departmental Personnel Officer will report to the assigned Department's Deputy Director or the Department Head.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, there will not be an exempt county-wide high level personnel management classification to oversee, direct and manage the variety and magnitude of personnel services and personnel staff, and to provide advice to the Department's executive management personnel on issues pertaining to personnel, labor relations, and staff development.

ATTACHMENTS

Ordinance Exempting Departmental Personnel Officer from Merit System