



Board Agenda Item 42

DATE: May 9, 2023

TO: Board of Supervisors

SUBMITTED BY: Hollis Magill, Director of Human Resources

SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

Approve Salary Resolution Amendment adjusting the per diem rate and monthly maximum for the Civil Service Commission, effective May 15, 2023, as reflected on Appendix "A".

There is an increase of \$2,250 in Net County Cost associated with the recommended action. Approval of the recommended action would increase the Civil Service Commission per diem rate. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended action, the per diem rate and monthly maximum for the Civil Service Commission would remain unchanged.

FISCAL IMPACT:

There is an increase of \$2,250 in NCC associated with the recommended action for FY 2022-23. Sufficient appropriations and estimated revenues to absorb these costs are available in Human Resources Org 1010 FY 2022-23 Adopted Budget. Sufficient appropriations will be included in subsequent budget requests.

DISCUSSION:

The County Charter establishes the Civil Service Commission (CSC) to oversee a merit system of selection and retention of County employees in classified service. The Commission consists of five (5) members appointed by the Board of Supervisors to serve four-year terms of office. The chairperson shall call meetings as often as necessary but at least once a month.

The CSC per diem rate and monthly maximum amounts were last adjusted on August 26, 1996. Consistent with Board member direction, the per diem rate is recommended to increase from \$75.00 to \$150.00 and the monthly maximum amount from \$450.00 to \$900.00 based on a maximum of six (6) hearings per month. Based upon Commission workload, the Director of Human Resources has the authority to approve additional CSC hearings beyond the six (6) allowed in any month, not to exceed the annual limit of seventy-two (72).

REFERENCE MATERIAL:

BAI, August 27, 1996

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "A"

CAO ANALYST:

Greg Reinke