



Board Agenda Item 47

DATE: December 17, 2024
TO: Board of Supervisors
SUBMITTED BY: Hollis Magill, Director of Human Resources
SUBJECT: Salary Resolution Amendments - Public Health

RECOMMENDED ACTION(S):

Approve Amendment to the Salary Resolution establishing the Laboratory Technician classification, reclassifying two (2) Public Health Chemist I/II positions to the new Laboratory Technician classification within the Department of Public Health, and deleting the Public Health Chemist classification series, effective December 23, 2024, as reflected in Appendix “H”.

There is no increase in Net County Cost (NCC) associated with the recommended action. Approval of the recommended action would establish a new Laboratory Technician classification in the Department of Public Health, reclassify incumbents currently within the Public Health Chemist classification series to the Laboratory Technician classification, and delete the Public Health Chemist Classification series to align the current job duties being performed by the incumbents with the appropriate job specification, based on findings of a classification study.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended action, the classifications in the Department of Public Health will remain unchanged.

FISCAL IMPACT:

There is no increase in NCC associated with the recommended action and sufficient appropriations are included in the Org 5620 FY 2024-25 Adopted Budget. Impacted incumbents would be reclassified downwards and Y-rated, resulting in no change to incumbent salaries.

DISCUSSION:

The Department of Human Resources conducted a classification study of the Public Health Chemists to assess whether their duties aligned with the existing job specifications following the closure of the Environmental section of the Public Health Lab in 2018 due to flooding. The study found that the incumbents were no longer performing the duties outlined in the Public Health Chemist job specification. To align the duties currently being performed by the Public Health Chemists with the appropriate classification and meet the evolving needs of the Department of Public Health, the recommended action would establish a new Laboratory Technician classification.

The recommended action would also delete the Public Health Chemist Series as no employees in the County currently perform work consistent with these classifications. This action affects two incumbents,

who would be reclassified downward to the new Laboratory Technician classification and be Y-rated to retain their current salaries.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix H

CAO ANALYST:

Ron Alexander