



Board Agenda Item 30

DATE: June 2, 2026

TO: Board of Supervisors

SUBMITTED BY: Hollis Magill, Director of Human Resources
Edward Hill, Chief Operating Officer/Interim Director of General Services

SUBJECT: Salary Resolution Amendment and Budget Resolution

RECOMMENDED ACTION(S):

- 1. Approve Amendment to the Salary Resolution to transfer four positions from the General Services Department to the Human Resources Department, and reclassify these positions, effective June 8, 2026, as reflected on Appendix "A"; and**
- 2. Adopt Budget Resolution increasing FY 2025-26 appropriations and estimated revenues for Human Resources Org 1010 in the amount of \$46,497 (4/5 vote);**

There is no additional in Net County Cost associated with the recommended actions. Approval of the Salary Resolution Amendment will modify and transfer positions from the General Services Department (GSD) Org 8935 to Human Resources (HR) Org 1010, increasing the total positions by four for a total of 38 positions. Approval of the recommended Budget Resolution will account for the costs associated with the position transfers in FY 2025-26, which will be offset by charges to GSD for the centralization of human resources functions. This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended actions, the organizational structure of these departments will remain unchanged.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. Approval of the first recommended action will transfer four positions from GSD to HR with no increase in cost. Approval of the second recommended action will establish appropriations and estimated revenues for HR Org 1010 in the amount of \$46,497. The FY 2025-26 labor costs for corresponding positions will be offset by charges to GSD.

Sufficient appropriations and estimated revenues are included in GSD-Facility Services Org 8935 FY 2025-26 Adopted Budget.

DISCUSSION:

HR provides countywide management and administrative oversight for human resources activities, including labor relations, employee benefits, loss prevention training, and risk management services. Approval of the recommended actions would centralize human resources functions from GSD to HR, establishing clear

standards, strengthening oversight, improving efficiency, and ensuring that all personnel actions are conducted in accordance with governing rules and procedures.

Approval of the recommended Salary Resolution Amendment will adjust positions in GSD Org 8935 and HR Org 1010 as follows:

- GSD will transfer four positions from Org 8935 to HR Org 1010
 - Two filled Program Technician I/II - Confidential positions to be reclassified to Human Resources Technician I/II/III
 - One filled Senior Staff Analyst to be reclassified to Senior Human Resources Analyst
 - One vacant Program Manager to be reclassified to Human Resources Program Manager

The HR Program Manager position will support this effort by overseeing GSD-related HR functions in coordination with HR leadership and ensuring alignment with countywide policies and best practices. This position will also exercise supervisory authority over the additional staff engaged in human resources functions, directing and maintaining effective HR administration as required.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "A"
On file with Clerk - Budget Resolution (1010)

CAO ANALYST:

Sevag Tateosian