



Board Agenda Item 31

DATE: June 2, 2026
TO: Board of Supervisors
SUBMITTED BY: Hollis Magill, Director of Human Resources
SUBJECT: Personnel Rule Revisions

RECOMMENDED ACTION(S):

Approve Amendments to the Personnel Rules, Personnel Rule 4 - Selection Process, Personnel Rule 5 - Probationary Periods, and Personnel Rule 11 - Promotion, Transfer and Demotion, effective June 8, 2026, as reflected on Appendix "C".

There is no Net County Cost (NCC) associated with the recommended action. Approval of the recommended action would significantly update Personnel Rule 5 - Probationary Periods and Personnel Rule 11 - Promotion, Transfer, and Demotion. There is a slight adjustment to Personnel Rule 4 - Selection Process. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended action, the Personnel Rules would remain unchanged.

FISCAL IMPACT:

There is no cost associated with the recommended action.

DISCUSSION:

Human Resources staff conducted a review of the County's Personnel Rules related to probationary periods, and promotion, transfer and demotion processes, as well as rules pertaining to modified light duty, to identify areas requiring clarification, updates, or alignment with current practices. Approval of the recommended action would update these sections of the Personnel Rules to clarify language and reform processes. These revisions will enhance the clarity and consistency of the County's Personnel Rules, promoting uniform interpretation and application. Additionally, Personnel Rule 4 - Selection Process will be revised to include language previously deleted.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Appendix "C"

CAO ANALYST:

Sevag Tateosian