Before the Board of Supervisors
County of Placer, State of California

In the matter of: An ordinance amending the uncodified Classified Service – Schedule of Classifications, Salary Plan and Grade Ordinance for the classification of the mPower series and the Internal Investigator.

Ordinance No.: _____

First Reading: February 3, 2015

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held_____, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

_____
Chairman, Board of Supervisors

Attest:
Clerk of said Board

_____

THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

That the Classified Service - Schedule of Classifications, Salary Plan and Grade Ordinance are hereby amended and shall read as follows:

(Additions to ordinance shown in bold and underline, deletions shown with strike-through.)

Section 1. That the Classified Service – Schedule of Classifications, Salary Plan and Grade Ordinance is here by amended to read as follows:

ADMIN CODE	CLASSIFICATION TITLE	SALARY PLAN – APPENDIX	GRADE
14754	~~Risk Management Investigator~~ **Internal Investigator**	MNGT	432
11753	**mPower Program Specialist I**	**GNRL**	**94**
11754	**mPower Program Specialist II**	**GNRL**	**106**
11755	**mPower Program Specialist - Senior**	**GNRL**	**127**
11756	**mPower Program Manager**	**MNGT**	**439**

Section 2. That this ordinance shall be effective the first pay period, 30 days following the second reading.

Section 3. That this ordinance is adopted as an un-codified ordinance.

Second Reading

Approved as Recommended
FEB 03 2015
Placer County Board of Supervisors

MEMORANDUM
PERSONNEL DEPARTMENT
COUNTY OF PLACER

To: Board of Supervisors
From: Civil Service Commission
By: Lori Walsh, Personnel Director
Date: February 3, 2015
Subject: Recommendations from the Civil Service Commission regarding the creation of a new classification series to support the mPOWER program and to re-title the Investigator position.

ACTION REQUESTED

Introduction of an un-codified ordinance amending the Classified Service – Schedule of classifications, Salary Plan and Grade ordinance to implement recommendations from the Civil Service Commission in action taken at their January 12, 2015 meeting related to the creation of job classifications for the mPOWER program and to re-title the Investigator position.

TREASURER TAX COLLECTOR

The mPOWER Program is an enterprise fund program to promote more efficient use of water and energy, enable eligible property owners to reduce energy costs, and strengthen the local economy through job creation. mPOWER currently serves the cities and unincorporated areas of Placer County as well as the city of Folsom.

In response to a request from the Treasurer/Tax Collector's office, the Personnel Department contracted with Casey and Associates consulting firm to conduct a classification and organizational review of the County's mPOWER program located within the Office of the Treasurer / Tax Collector. The Consultant is recommended new job classifications to perform a variety of technical and specialized duties in support of the county's mPOWER Program as delineated below:

1) The creation of a new mPOWER (money for Property Owners Water and Energy Retrofitting) job series and corresponding salary grade for four new classifications (monthly):
   - mPOWER Program Manager, Grade 439 ($7,231 - $8,788)
   - mPOWER Program Specialist – Senior, Grade 127 ($5,933 - $7,211)
   - mPOWER Program Specialist II, Grade 106 ($4,995 - $6,072)
   - mPOWER Program Specialist I, Grade 94 ($4,531 – $5,507)

2) The reclassification of two Building Inspectors I Grade 106 ($4,995 - $6,072 monthly) to the classification of mPOWER Program Specialist 1 Grade 94 ($4,531 - $5,507 monthly) and the administrative placement in the new salary grade to the closest step which does not result in a reduction in salary.

3) The reclassification of one Building Inspector II Grade 112 ($5,245 - $6,375 monthly) to the classification of mPOWER Program Specialist - Senior, Grade 127 ($5,933 -

$7,211 monthly) and the non-competitive promotion of the incumbent pursuant to Chapter 3 Section 3.08.480.

PERSONNEL DEPARTMENT

The Civil Service Commission approved proposed language revisions to the Risk Management Investigator classification specification including a title change. As your Board is aware, the County Executive Office in cooperation with the Personnel Director has undertaken an evaluation of human resource functions shared between the County Executive Office and the Personnel Department. As the recommendations of the study are reviewed, the County has transitioned the responsibility for investigations and pre-employment screening from the Risk Management Division of the County Executive Office to the Personnel Department. The transition will better align investigation functions as well as the pre-employment screening process for new hires with other human resource functions and allow for a more integrated approach to human resources in the County.

FISCAL IMPACT

Implementation of the new mPOWER classifications will result in a fiscal year 2014/2015 increased cost of $2,157 ($8,014 annually) which will be absorbed by the Treasurer Tax Collector's Office. Other costs associated with the implementation of the mPOWER classification series are included in the current fiscal year budget.

RECOMMENDATION

It is recommended that your Board approve the attached uncodified ordinance amending Classified Service – Schedule of Classifications, Salary Plan and Grade Ordinance for the classification of the mPower series and the Internal Investigator.