



MEMORANDUM
HUMAN RESOURCES
County of Placer

TO: Board of Supervisors
FROM: Kate Sampson, Director of Human Resources
BY: Suzanne Holloway, Human Resources Manager
SUBJECT: Abolishment of obsolete classifications

DATE: January 26, 2021

ACTION REQUESTED

Introduce an ordinance, waive oral reading, to amend the uncodified Schedule of Classifications and Compensation Ordinance to abolish obsolete classifications.

BACKGROUND

As part of its regular classification review, the Human Resources department recently evaluated the Placer County classification plan and all currently active classification titles to ensure the information contained is accurate and current. This process is intended to ensure that obsolete classifications are abolished and removed from the County's active classification list, as well as identify any classifications in need of review or update. The recommendations for abolishment have been approved by the County Executive Officer and the Director of Human Resources, consistent with the Placer County code governing unclassified and classified classifications, respectively.

The classifications identified for abolishment have not been used for many years, were eliminated due to County restructuring or organizational changes, were requested to be abolished by departments, or were reallocated to different classifications during past classification studies. None of these classifications are currently allocated, there is no intent to utilize them in the future, and there are no incumbents in these classifications.

FISCAL IMPACT

There is no fiscal impact from the proposed abolishment of various classifications.

ATTACHMENT

Attachment 1 – Ordinance

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

In the matter of: An ordinance amending the un-codified Schedule of Classifications and Compensation Ordinance, relating to abolishment of classifications.

Ordinance No.: _____

Introduced: January 26, 2021

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:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chair, 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:

The un-codified Schedule of Classifications and Compensation Ordinance is hereby amended as follows:

Section 1. That the un-codified Schedule of Classifications and Compensation Ordinance is hereby amended to read as follows (additions to ordinance shown in bold and underline):

ADMIN CODE	CLASSIFICATION TITLE	SALARY PLAN — APPENDIX	GRADE
19800	Administrative Aide I	UNCL	U23
19801	Administrative Aide II	UNCL	U24
15725	ADA/Leave Coordinator	MNGT	432
14700	Budget Analyst	MNGT	427
15200	Buyer Technician	GNRL	58
14764	Employee Services Manager – HHS	MNGT	432
14754	Internal Investigator	MNGT	432

Section 2. That this ordinance shall be effective the first day of the pay period following adoption.

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

