



Legislation Details (With Text)

File #: TMP-5290 **Version:** 1 **Name:**

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File created: 8/25/2021 **In control:** Human Resources

On agenda: 9/21/2021 **Final action:**

Title: Recommendation to approve reclassification of an Administrative Secretary, pay grade J to Administrative Assistant I, pay grade K (Comptroller); reclassification of a Public Administrator Estate Investigator, pay grade L, to the new classification of Lead Public Administrator Estate Investigator, pay grade M, and create one new full-time Public Administrator Estate Investigator position, pay grade L (Public Administrator); reclassification of a Program Assistant, pay grade K, to Program Coordinator, pay grade L, and a Program Assistant, pay grade K, to Management Analyst, pay grade N (Human Services Agency); reclassification of an Animal Services Assistant, pay grade E to Office Assistant II, pay grade E (Animal Services); reclassification of a Family Court Investigative Specialist, pay grade L to Family Court Investigative Specialist II, pay grade N (Public Defender); reclassification of an Office Support Specialist, pay grade H to Media Production Specialist, pay grade J (Sheriff's Office); reclassification of an Account Clerk II, pay grade H to Office Support Specialist, pay grade H (Library); reclassification of a Deputy County Recorder, pay grade G to Office Assistant II, pay grade E (Recorder's Office); reclassification of a Technology Systems Developer II, pay grade NO to Technology Project Coordinator, pay grade QR (Technology Services); create one new intermittent hourly Investigative Assistant position, pay grade I, and one new intermittent hourly DAS Case Manager position, pay grade J (Alternative Sentencing) as evaluated by the Job Evaluation Committee (JEC); create one full-time position as new classification Community Reinvestment Manager, pay grade Q, and create one full-time position as new classification Grants and Community Program Analyst, pay grade N (Manager's Office) as reviewed and evaluated by Korn Ferry; and authorize Human Resources to make the necessary changes.
<https://www.washoecounty.us/humanresources/Careers/index.php> [Total fiscal impact \$540,016; Net fiscal impact \$113,736] Human Resources. (All Commission Districts.) FOR POSSIBLE ACTION

Sponsors:

Indexes:

Code sections:

Attachments: 1. HR_JEC Staff Report_9-21-21_Updated

Date	Ver.	Action By	Action	Result
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Recommendation to approve reclassification of an Administrative Secretary, pay grade J to Administrative Assistant I, pay grade K (Comptroller); reclassification of a Public Administrator Estate Investigator, pay grade L, to the new classification of Lead Public Administrator Estate Investigator, pay grade M, and create one new full-time Public Administrator Estate Investigator position, pay grade L (Public Administrator); reclassification of a Program Assistant, pay grade K, to Program Coordinator, pay grade L, and a Program Assistant, pay grade K, to Management Analyst, pay grade N (Human Services Agency); reclassification of an Animal Services Assistant, pay grade E to Office Assistant II, pay grade E (Animal Services); reclassification of a Family Court Investigative Specialist, pay grade L to Family Court Investigative Specialist II, pay grade N (Public Defender); reclassification of an Office Support Specialist, pay grade H to Media Production Specialist, pay grade J (Sheriff's Office); reclassification of an Account Clerk II, pay grade H to Office Support Specialist, pay grade H (Library); reclassification of a Deputy County Recorder, pay grade G to Office Assistant II, pay grade E (Recorder's Office); reclassification of a Technology Systems Developer II,

pay grade NO to Technology Project Coordinator, pay grade QR (Technology Services); create one new intermittent hourly Investigative Assistant position, pay grade I, and one new intermittent hourly DAS Case Manager position, pay grade J (Alternative Sentencing) as evaluated by the Job Evaluation Committee (JEC); create one full-time position as new classification Community Reinvestment Manager, pay grade Q, and create one full-time position as new classification Grants and Community Program Analyst, pay grade N (Manager's Office) as reviewed and evaluated by Korn Ferry; and authorize Human Resources to make the necessary changes. <https://www.washoecounty.us/humanresources/Careers/index.php> [Total fiscal impact \$540,016; Net fiscal impact \$113,736] Human Resources. (All Commission Districts.) FOR POSSIBLE ACTION