



# WASHOE COUNTY

*Integrity    Communication    Service*

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## STAFF REPORT

**BOARD MEETING DATE:** January 13, 2026

**DATE:** Thursday, January 08, 2026

**TO:** Board of County Commissioners

**FROM:** Patricia Hurley, Director of Human Resources  
775-328-2087, [phurley@washoecounty.gov](mailto:phurley@washoecounty.gov)

**THROUGH:** Kate Thomas, County Manager  
775-328-2000, [KAThomas@washoecounty.gov](mailto:KAThomas@washoecounty.gov)

**SUBJECT:** Recommendation to approve the reclassification of an Office Assistant pay grade 10, to a Media and Communications Support Specialist, pay grade 12; the reclassification of the Executive Assistant to the County Manager, pay grade 16 to the new job classification title of Management Services Officer, pay grade TBD pending evaluation by Korn Ferry (Office of the County Manager); reclassification of nineteen Homeless Services Case Manager positions, pay grade 15, to Human Services Case Worker III, pay grade 15; reclassification of two Homeless Services Case Manager positions upon vacancy to Human Services Case Worker III, pay grade 15 (Human Services Agency); reclassification of a Registered Nurse – Juvenile Services, pay grade 14, to Advanced Practice Registered Nurse, pay grade 18 (Juvenile Services); reclassification of a Deputy County Recorder, pay grade 11 to Imaging and Records Technician II, pay grade 11 (Recorder's Office); reclassification of an Administrative Assistant I, pay grade 13 to Administrative Assistant II, pay grade 14; reclassification of a Media Production Specialist, pay grade 12 to Public Information Officer, pay grade 15 (Registrar of Voters); reclassification of a Wastewater Plant Operator I, pay grade 12 to Wastewater Plant Operator II, pay grade 13, establishing a new flexibly staffed series (Community Services Department); reclassification of a Communications Center Manager, pay grade 18 to Assistant Division Manager, pay grade 16; (Sheriff's Office); reclassification of the HR Manager – Organizational Effectiveness, pay grade 19 to Senior Human Resources Business Partner, pay grade 17 (Human Resources) as reviewed and evaluated by the Job Evaluation Committee and/or Korn Ferry; a change in the job classification title from Accounting Manager to Division Director – Accounting; a change in job classification title from Budget Manager to Division Director-Budget; a change in job classification title from Principal Fiscal Analyst to Budget Division Manager; a change in job classification title from Purchasing and Contracts Manager to Division

**AGENDA ITEM #** \_\_\_\_\_

Director – Purchasing (Finance); a change in job classification title from Director of Human Resources to Chief Human Resources Officer (CHRO); a change in job classification title from HR Manager – Benefits to Human Resources Division Director - Benefits; a change in job classification title from HR Manager- Compensation & Recruitment to Human Resources Division Director – Talent Management; a change in job classification title from HR Manager – Labor Relations and Employee Services to Human Resources Division Director - Labor Relations and Employee Services; a change in job classification title from Human Resources Analyst Trainee to Human Resources Business Partner Trainee; a change in job classification title from Human Resources Analyst I to Human Resources Business Partner I; a change in job classification title from Human Resources Analyst II to Human Resources Business Partner II; a change in job classification title from Senior Human Resources Analyst to Senior Human Resources Business Partner; delimit the job classification title of HR Manager – Organizational Effectiveness (Human Resources); a change in job classification title from Detention Manager to Assistant Division Manager; a change in job classification title from Chief Deputy Sheriff to Assistant Sheriff, pending PERS approval (Sheriff's Office); delimit the 1.0 FTE Administrative Assistant II position, position number 70008025 (Office of the County Manager); delimit the 1.0 FTE Registered Nurse-Juvenile Services position, position number 70010178 (Juvenile Services); delimit the 1.0 FTE Office Assistant position, position number 70011823 (Registrar of Voters) and authorize Human Resources to make the necessary changes. Total fiscal impact [savings of \$160,286]. Human Resources. (All Commission Districts.) FOR POSSIBLE ACTION

### **SUMMARY**

Periodically, staff requests approval for new classifications, new positions and reclassification requests reviewed by the Job Evaluation Committee (JEC) and/or Korn Ferry (the classification consultant firm utilized by Washoe County) to support the realignment of department resources and to encourage improvements to department efficiency and effectiveness.

**Washoe County Strategic Objective supported by this item:** Fiscal Sustainability (Long Term Sustainability).

### **PREVIOUS ACTION**

On May 20, 2025, the Board of County Commissioners approved new position and reclassification requests submitted and evaluated by the JEC or Korn Ferry for the Fiscal Year 25/26 annual budget.

On October 28, 2025, the Board approved the reclassification of three Public Administrator Estate Investigator positions, pay grade 14, to the new job classification title of Deputy Probate Estate Manager II, pay grade 14; the creation of a new job classification titled Deputy Probate Estate Manager I, pay grade 13, establishing a new flexibly staffed series, Deputy Probate Estate Manager I/II; (Public Administrator's

Office); reclassification of a Communications Call Taker, pay grade 11, to Supervising Communications Specialist, pay grade 15 (Sheriff's Office) [\$37,973-offset with other position changes]; delimit a vacant Communications Call Taker position #70010855 (Sheriff's Office) [savings \$94,664]; reclassification of a Behavioral Health Program Coordinator, pay grade 19, to Human Services Program Specialist, pay grade 17 [savings \$64,763]; reclassification of a Management Analyst, pay grade 16, to Human Services Program Specialist, pay grade 17 [\$20,926] (Office of the County Manager); reclassification of a Division Director – Housing and Homeless Services, pay grade 21 to Division Director – Human Services, pay grade 21; reclassification of an Eligibility Supervisor, pay grade 13, to Senior Human Services Support Specialist, pay grade 13 (Human Services Agency) as reviewed and evaluated by the Job Evaluation Committee; a change in the job classification title from Lead Public Administrator Estate Investigator to Lead Deputy Probate Estate Manager; delimit the job classification title of Public Administrator Estate Investigator (Public Administrator's Office); a change in the job classification title from Assistant to County Manager to Executive Assistant to the County Manager (Office of the County Manager); delimit the job classification title of Division Director – Housing and Homeless Services (Human Services Agency); a change in the job classification title from Family Support Specialist to Child Support Collections Specialist; a change in the job classification title from Family Support Supervisor to Child Support Collections Supervisor (District Attorney's Office) and authorized Human Resources to make the necessary changes. Total fiscal impact is [net savings of \$100,528]. Human Resources. (All Commission Districts.)

### **BACKGROUND**

The Washoe County Personnel Handbook 5.098(4) provides that all recommendations for the creation of a new classification, reclassification, abolishment of an existing classification, consolidation of classifications, alteration of existing classifications, or where there is a fiscal impact, must be forwarded to the Board of County Commissioners for final action.

Periodically, the Board approves new position and reclassification requests outside of the regular budget cycle to support department reorganizations and realignment of resources to improve department efficiency and effectiveness. These changes were evaluated and approved by an Assistant County Manager for “off cycle” review.

### **Reclassification of Existing Positions**

Office of the County Manager	Office Assistant, pay grade 10 (\$25.45-\$33.09)	Media and Communications Support Specialist, pay grade 12 (\$30.02-\$39.03)	70011508	\$17,075  Cost increase is fully offset. Please see additional information in the Fiscal Impact Section.	01/13/2026
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Human Services Agency	Homeless Services Case Manager, pay grade 15 (\$37.95-\$49.35)	Human Services Case Worker III, pay grade 15 (\$37.95-\$49.35)	70011354 70011369 70011353 70011355 70011356 70011357 70011358 70011359 70011360 70011361 70011362 70011363 70011364 70011365 70011367 70011368 70011407 70011228 70012051  70011366 70011370 (to be reclassified upon vacancy)	\$-0-	01/13/2026 for all positions except two noted positions which will be reclassified upon vacancy
Juvenile Services	Registered Nurse – Juvenile Services, pay grade 14 (\$34.93-\$45.41)	Advanced Practice Registered Nurse, pay grade 18 (\$54.18-\$70.44)	70000159	\$71,950  Cost increase is fully offset. Please see additional information in the Fiscal Impact Section.	01/13/2026
Recorder's Office	Deputy County Recorder, pay grade 11 (\$27.80-\$36.14)	Imaging and Records Technician II, pay grade 11 (\$27.80-\$36.14)	70000404	\$-0-	01/13/2026

**Reclassification of Existing Positions**

<b>Department</b>	<b>Current Job Class/Pay Grade</b>	<b>Recommended Job Class/Pay Grade</b>	<b>Position Number</b>	<b>Estimated Annual Impact</b>	<b>Effective Date</b>
Registrar of Voters	Administrative Assistant I, pay grade 13 (\$32.42-\$42.14)	Administrative Assistant II, pay grade 14 (\$34.93-\$45.41)	70011850	\$9,400	01/13/2026
	Media Production Specialist, pay grade 12 (\$30.02-\$39.03)	Public Information Officer, pay grade 15 (\$37.95-\$49.35)	70011821	\$29,665  Cost increase is fully offset. Please see additional information in the Fiscal Impact Section.	01/13/2026
Community Services Department	Wastewater Plant Operator I, pay grade 12 (\$30.02-\$39.03)	Wastewater Plant Operator II, pay grade 13 (\$32.42-\$42.14)	70012122	\$8,940  Cost increase is fully offset. Please see additional information in the Fiscal Impact Section.	01/13/2026
Sheriff's Office	Communications Center Manager, pay grade 18 (\$54.18-\$70.44)	Assistant Division Manager, pay grade 16 (\$41.96-\$54.56)	70010701	(\$45,648)	01/13/2026
Human Resources	HR Manager – Organizational Effectiveness, pay grade 19 (\$60.26-\$84.37)	Senior Human Resources Business Partner, pay grade 17 (\$47.56-\$61.84)	70011100	(\$64,764)	01/13/2026

Office of the County Manager	Executive Assistant to the County Manager, pay grade 16 (\$41.96-\$54.56)	Management Services Officer, pay grade, <b>TBD pending Korn Ferry Review</b>	70000093	*Any resulting cost increase will be fully offset. Please see additional information in the Fiscal Impact Section.	01/13/2026
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**Job Classification Title Changes**

Department	Job Class Code	Position Number	Current Job Classification Title	New Job Classification Title	Effective Date
Finance	60000321	70008745 70000067	Accounting Manager	Division Director-Accounting	01/13/2026
	60009328	70000077	Budget Manager	Division Director-Budget	01/13/2026
Finance	60017426	70011600	Principal Fiscal Analyst	Budget Division Manager	01/13/2026
	60009318	70000279	Purchasing & Contracts Manager	Division Director-Purchasing	01/13/2026

Human Resources	60017225	70000267	Director of Human Resources	Chief Human Resources Officer (CHRO)	01/13/2026
	60017275	70004927	HR Manager – Benefits	Human Resources Division Director - Benefits	
	60018425	70000260	HR Manager- Compensation & Recruitment	Human Resources Division Director - Talent Management	
	60018427	70004875	HR Manager- Labor Relations and Employee Services	Human Resources Division Director - Labor Relations and Employee Services	
	60000505	N/A	Human Resources Analyst Trainee	Human Resources Business Partner Trainee	
	60000506	N/A	Human Resources Analyst I	Human Resources Business Partner I	
	60000508	70008931 70011479 70000258  70000256 70000265	Human Resources Analyst II   Senior Human Resources Analyst	Human Resources Business Partner II   Senior Human Resources Business Partner	

**Job Classification Title Changes**

Department	Job Class Code	Position Number	Current Job Classification Title	New Job Classification Title	Effective Date
Sheriff's Office	60002248	70000194 70000195 70000196	Chief Deputy Sheriff	Assistant Sheriff	01/13/2026
	60002222	70002439 70002950	Detention Manager	Assistant Division Manager	01/13/2026

**Job Classifications to be Delimited**

<b>Department</b>	<b>Job Class Code</b>	<b>Current Job Classification Title</b>	<b>Effective Date</b>
Human Resources	60015426	HR Manager – Organizational Effectiveness	01/13/2026

**Position to be Delimited**

<b>Department</b>	<b>Position Number</b>	<b>Job Classification Title</b>	<b>Effective Date</b>
Office of the County Manager	70008025	Administrative Assistant II	01/13/2026
Juvenile Services	70010178	Registered Nurse – Juvenile Services	01/13/2026
Registrar of Voters	70011823	Office Assistant	01/13/2026

**Reclassifications of Existing Positions**

**Office of the County Manager**

The reclassification of the Office Assistant to the Media and Communications Support Specialist will allow for increased and targeted social media outreach for the Communications division within the Office of the County Manager. While several staff members currently contribute to social platforms as time allows, the Media and Communications Support Specialist will provide dedicated support to social media outreach which the division deems necessary as consumption of information via social media has significantly increased over time.

**Human Services Agency**

With the transition of Housing and Homeless Services from the Office of the County Manager to the Human Services Agency, the reclassification of the Homeless Services Case Manager positions to Human Services Case Worker III positions ensures consistency in job classification titles within the Human Services Agency. Two of the Homeless Services Case Manager positions will remain as is until the positions become vacant as the current incumbents do not meet the minimum qualifications of the Human Services Case Worker III. These positions will be reclassified upon vacancy.

**Juvenile Services**

The reclassification of the Registered Nurse – Juvenile Services to an Advanced Practice Registered Nurse will allow the department to provide a higher level of medical care to juveniles with an increased focus to behavioral mental health needs. This reclassification will also increase efficiencies for the department by providing additional clinical coverage, improved access to care, and reducing the need for external medical services.



*Recorder's Office*

The Recorder's Office identified a need for an increased focus on records management and preservation for the department. The reclassification of the Deputy County Recorder to an Imaging and Records Technician II will ensure that the classification is properly aligned with the work being performed. In addition, this reclassification will allow for quicker and more accurate digitization of records which will reduce physical storage needs and manual retrieval times. These improvements will result in improved service levels for both internal and external customers.

*Registrar of Voters*

The reclassification of the Administrative Assistant I to Administrative Assistant II will allow the position to assume a higher level of responsibilities specific to department budget management, project coordination and implementation, and supervisory responsibility.

The Registrar of Voters has identified a need for a dedicated position to lead the department communication efforts to ensure an increased level of public transparency, community outreach, and media engagement. The Media Production Specialist works closely with the County's Communication Division and will assume a higher level of communication and outreach duties which are in alignment with the Public Information Officer job classification.

*Community Services Department*

The reclassification of the Wastewater Plant Operator I to Wastewater Plant Operator II is being implemented to ensure the position is appropriately classified as part of a flexibly staffed series. The Wastewater Plant Operator I/II will be established as a flexibly staffed series and positions must be set up at the highest level in the series which is the basis for this reclassification.

*Sheriff's Office*

Upon the vacancy of the Communications Center Manager position, the Sheriff's Office conducted an organizational review of the Communications Center and identified the need for more direct supervision and operational support for the division. The reclassification of the Communications Center Manager to Assistant Division Manager (formerly Detention Manager) will ensure the proper level of oversight for the Communication Center and an increased level of direct support for the staff within the division.

*Human Resources*

The reclassification of the HR Manager – Organizational Effectiveness to Senior Human Resources Business Partner (formerly Senior Human Resources Analyst) is part of a restructure within the Department of Human Resources. The two existing positions under the Organizational Effectiveness team will move under the Talent Management division with supervisory oversight being provided by the Human Resources Division Director - Talent Management (formerly HR Manager- Compensation & Recruitment). The reclassification of the HR Manager – Organizational Effectiveness to Senior Human Resources Business Partner will ensure the proper alignment of the job classification

based on the duties and scope of the position. The job classification title of HR Manager – Organizational Effectiveness will be delimited effective January 13, 2026

*Office of the County Manager*

The job classification title change from Executive Assistant to the County Manager to Management Services Officer is being implemented to appropriately reflect the level and scope of this position as the classification will assume higher level job duties in support of the Office of the County Manager and the Board of County Commissioners. Based on addition of higher level duties and the increased scope of this classification, the pay grade is TBD pending evaluation by Korn Ferry.

Please note that the above reclassifications for Human Resources and the Office of the County Manager represent a “group” of reallocations of current resources for a better staffing complement. It is an example of cross-departmental resource reallocation/reorganization/resource sharing with permanent cost offsets, as necessary. For clarity, the entire package/group of reclassifications is listed below:

*Human Resources:*

- *Administrative Assistant I to Administrative Assistant II (BCC approved 5-20-25)*
- *Sr. HR Analyst to HR Analyst II (BCC approved 5-20-25)*
- *HR Manager – Organizational Effectiveness to Sr. HR Analyst (request BCC approval 1-13-26)*

*County Manager:*

- *Executive Assistant to the County Manager to Management Services Officer (request BCC approval – pending Korn Ferry review, 1-13-26).*

Job Classification Title Changes

*Finance*

The job classification title changes of the Accounting Manager to Division Director-Accounting, Budget Manager to Division Director-Budget, Principal Fiscal Analyst to Budget Division Manager and Purchasing & Contracts Manager to Division Director-Purchasing are being implemented to more appropriately reflect the level of each respective job classification. In addition, the title changes not only bring the department into alignment with the internal structures of other County departments, the title changes also more accurately reflect comparable level job classifications in the finance industry.

*Human Resources*

The job classification title change of the Director of Human Resources to Chief Human Resources Officer (CHRO) brings the job classification title into alignment with other central service department head titles within the County as well as comparable roles within the Human Resources field. The job classification title changes from the Human Resources Analyst class series to the Human Resources Business Partner class series are being implemented to more accurately reflect the level of collaboration and support these classifications provide to assigned County departments. The job classification title changes from the HR Manager – Benefits to Human Resources Division Director – Benefits, HR Manager- Compensation & Recruitment to Human Resources Division Director - Talent Management and HR Manager- Labor Relations and Employee Services

to Human Resources Division Director - Labor Relations and Employee Services are being implemented to appropriately reflect the level of organizational strategic leadership which is expected from these roles. The title changes will also align with common internal structures found in other County departments.

#### Sheriff's Office

The job classification title change from Chief Deputy Sheriff to the former title of Assistant Sheriff is being made to more accurately reflect the level of the classification and the organizational structure of the Sheriff's Office. This title change is pending PERS approval which is required for any change to a Police/Fire job classification.

The job classification title change of Detention Manager to Assistant Division Manager is being made to more effectively utilize one job classification (Assistant Division Manager) for civilian middle management positions within the department. This change will create parity across all bureaus within the Sheriff's Office, increase opportunities for movement rather than siloing the position within one area, and will ensure consistency across the department.

#### Positions to be Delimited

##### Office of the County Manager – 1.0 FTE

Per a longstanding interlocal agreement between Washoe County (WC) and the Truckee Meadows Fire Protection District (TMFPD), TMFPD provided funding for various positions that “lived” in the WC organizational structure, in Fire Support. Over the years, as the incumbents vacated the WC positions, they have been abolished. This abolishment reflects the transition of the final incumbent/position transferring from WC over to TMFPD. There is no fiscal impact to WC as the position and associated costs were fully reimbursed by TMFPD.

##### Juvenile Services – 1.0 FTE

One of the Registered Nurse – Juvenile Services positions within Juvenile Services is being abolished to offset the cost to reclassify the other Registered Nurse – Juvenile Services to an Advanced Practice Registered Nurse as noted above within this staff report.

##### Registrar of Voters – 1.0 FTE

One of the vacant Office Assistant positions within Voters is being abolished to offset the cost to reclassify the Administrative Assistant I to Administrative Assistant II and the Media Production Specialist to Public Information Officer as noted above within this staff report.

### **FISCAL IMPACT**

Reclassifications resulting in cost increases are required to have permanent offsets.

The reclassification of the Office Assistant to Media and Communications Support Specialist (\$17,075) in the Office of the County Manager will result in a net fiscal impact of \$-0-. Offset comes from elimination of a professional services contract (CC 106100; G/L 710200) and the associated budget in the amount of \$22,200.

The reclassification of the Homeless Services Case Manager positions to Human Services Case Worker III in the Human Services Agency will have no fiscal impact as there are no pay grade changes associated with these reclassifications.

The reclassification of the Registered Nurse – Juvenile Services to Advanced Practice Registered Nurse (\$71,950) will result in a net fiscal savings of \$58,584 due to abolishment of Position # 70010178 – Registered Nurse – Juvenile Services. A portion of the FY26 salary savings associated with these actions will be reallocated within Juvenile Services for one-time purchases of necessary equipment and technology.

The reclassification of the Deputy County Recorder to Imaging and Records Technician II in the Recorder's Office will have no fiscal impact as there is no pay grade change associated with this reclassification.

The reclassification of the Administrative Assistant I to Administrative Assistant II and Media Production Specialist to Public Information Officer in the Registrar of Voters will result in a net fiscal savings of \$56,054 due to abolishment of Position # 70011823.

The reclassification of the Utilities Fund Wastewater Plant Operator I to Wastewater Plant Operator II (\$8,940) in the Community Services Department will result in a net fiscal impact of \$-0-. Offset comes from reduction of an operator contract (CC 664900; G/L 710215) and the associated budget in the amount of \$11,622.

The reclassification of the Communications Center Manager to Assistant Division Manager (formerly Detention Manager) in the Sheriff's Office will result in a fiscal savings of \$45,648.

The reclassification of the HR Manager – Organizational Effectiveness to Senior Human Resources Business Partner in Human Resources will result in a fiscal savings of \$64,764. Net fiscal impact is potentially \$-0-; see below.

The evaluation of the Management Services Officer classification and any resulting potential change to the pay grade will be offset with the savings of the above HR reclassification (HR Manager to Sr. HR Business Partner). Net fiscal impact \$-0-.

The listed job classification title changes for the Finance and Human Resources departments, and for the Sheriff's Office Chief Deputy and Detention Manager, have no fiscal impact; they are title changes only, with no change to the pay grade.

### **RECOMMENDATION**

Recommendation to approve the reclassification of an Office Assistant pay grade 10, to a Media and Communications Support Specialist, pay grade 12; the reclassification of the Executive Assistant to the County Manager, pay grade 16 to the new job classification title of Management Services Officer, pay grade TBD pending evaluation by Korn Ferry (Office of the County Manager); reclassification of nineteen Homeless Services Case Manager positions, pay grade 15, to Human Services Case Worker III, pay grade 15; reclassification of two Homeless Services Case Manager positions upon vacancy to Human Services Case Worker III, pay grade 15 (Human Services Agency); reclassification of a Registered Nurse – Juvenile Services, pay grade 14, to Advanced Practice Registered Nurse, pay grade 18 (Juvenile Services); reclassification of a Deputy County Recorder, pay grade 11 to Imaging and Records Technician II, pay grade 11 (Recorder's Office); reclassification of an Administrative Assistant I, pay grade 13 to

Administrative Assistant II, pay grade 14; reclassification of a Media Production Specialist, pay grade 12 to Public Information Officer, pay grade 15 (Registrar of Voters); reclassification of a Wastewater Plant Operator I, pay grade 12 to Wastewater Plant Operator II, pay grade 13, establishing a new flexibly staffed series (Community Services Department); reclassification of a Communications Center Manager, pay grade 18 to Assistant Division Manager, pay grade 16; (Sheriff's Office); reclassification of the HR Manager – Organizational Effectiveness, pay grade 19 to Senior Human Resources Business Partner, pay grade 17 (Human Resources) as reviewed and evaluated by the Job Evaluation Committee and/or Korn Ferry; a change in the job classification title from Accounting Manager to Division Director – Accounting; a change in job classification title from Budget Manager to Division Director-Budget; a change in job classification title from Principal Fiscal Analyst to Budget Division Manager; a change in job classification title from Purchasing and Contracts Manager to Division Director – Purchasing (Finance); a change in job classification title from Director of Human Resources to Chief Human Resources Officer (CHRO); a change in job classification title from HR Manager – Benefits to Human Resources Division Director - Benefits; a change in job classification title from HR Manager- Compensation & Recruitment to Human Resources Division Director – Talent Management; a change in job classification title from HR Manager – Labor Relations and Employee Services to Human Resources Division Director - Labor Relations and Employee Services; a change in job classification title from Human Resources Analyst Trainee to Human Resources Business Partner Trainee; a change in job classification title from Human Resources Analyst I to Human Resources Business Partner I; a change in job classification title from Human Resources Analyst II to Human Resources Business Partner II; a change in job classification title from Senior Human Resources Analyst to Senior Human Resources Business Partner; delimit the job classification title of HR Manager – Organizational Effectiveness (Human Resources); a change in job classification title from Detention Manager to Assistant Division Manager; a change in job classification title from Chief Deputy Sheriff to Assistant Sheriff, pending PERS approval (Sheriff's Office); delimit the 1.0 FTE Administrative Assistant II position, position number 70008025 (Office of the County Manager); delimit the 1.0 FTE Registered Nurse-Juvenile Services position, position number 70010178 (Juvenile Services); delimit the 1.0 FTE Office Assistant position, position number 70011823 (Registrar of Voters) and authorize Human Resources to make the necessary changes. Total fiscal impact [savings of \$160,286]. Human Resources. (All Commission Districts.) FOR POSSIBLE ACTION

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

*“Move to approve the reclassification of an Office Assistant pay grade 10, to a Media and Communications Support Specialist, pay grade 12; the reclassification of the Executive Assistant to the County Manager, pay grade 16 to the new job classification title of Management Services Officer, pay grade TBD pending evaluation by Korn Ferry (Office of the County Manager); reclassification of nineteen Homeless Services Case Manager positions, pay grade 15, to Human Services Case Worker III, pay grade 15; reclassification of two Homeless Services Case Manager positions upon vacancy to Human Services Case Worker III, pay grade 15 (Human Services Agency); reclassification of a Registered Nurse – Juvenile Services, pay grade 14, to Advanced*

*Practice Registered Nurse, pay grade 18 (Juvenile Services); reclassification of a Deputy County Recorder, pay grade 11 to Imaging and Records Technician II, pay grade 11 (Recorder's Office); reclassification of an Administrative Assistant I, pay grade 13 to Administrative Assistant II, pay grade 14; reclassification of a Media Production Specialist, pay grade 12 to Public Information Officer, pay grade 15 (Registrar of Voters); reclassification of a Wastewater Plant Operator I, pay grade 12 to Wastewater Plant Operator II, pay grade 13, establishing a new flexibly staffed series (Community Services Department); reclassification of a Communications Center Manager, pay grade 18 to Assistant Division Manager, pay grade 16; (Sheriff's Office); reclassification of the HR Manager – Organizational Effectiveness, pay grade 19 to Senior Human Resources Business Partner, pay grade 17 (Human Resources) as reviewed and evaluated by the Job Evaluation Committee and/or Korn Ferry; a change in the job classification title from Accounting Manager to Division Director – Accounting; a change in job classification title from Budget Manager to Division Director-Budget; a change in job classification title from Principal Fiscal Analyst to Budget Division Manager; a change in job classification title from Purchasing and Contracts Manager to Division Director – Purchasing (Finance); a change in job classification title from Director of Human Resources to Chief Human Resources Officer (CHRO); a change in job classification title from HR Manager – Benefits to Human Resources Division Director - Benefits; a change in job classification title from HR Manager- Compensation & Recruitment to Human Resources Division Director – Talent Management; a change in job classification title from HR Manager – Labor Relations and Employee Services to Human Resources Division Director - Labor Relations and Employee Services; a change in job classification title from Human Resources Analyst Trainee to Human Resources Business Partner Trainee; a change in job classification title from Human Resources Analyst I to Human Resources Business Partner I; a change in job classification title from Human Resources Analyst II to Human Resources Business Partner II; a change in job classification title from Senior Human Resources Analyst to Senior Human Resources Business Partner; delimit the job classification title of HR Manager – Organizational Effectiveness (Human Resources); a change in job classification title from Detention Manager to Assistant Division Manager; a change in job classification title from Chief Deputy Sheriff to Assistant Sheriff, pending PERS approval (Sheriff's Office); delimit the 1.0 FTE Administrative Assistant II position, position number 70008025 (Office of the County Manager); delimit the 1.0 FTE Registered Nurse-Juvenile Services position, position number 70010178 (Juvenile Services); delimit the 1.0 FTE Office Assistant position, position number 70011823 (Registrar of Voters) and authorize Human Resources to make the necessary changes. Total fiscal impact [savings of \$160,286]. Human Resources. (All Commission Districts.)*