SUMMARY OF VACANT POSITION RECLASSIFICATION REQUESTS INCLUDED IN THE 2008-09 PROPOSED BUDGET

These actions are subject to Classification review. Human Resources has conducted initial or complete studies on all of theses actions and generally concurs with the requests. After final review, Human Resources may recommend minor changes without returning to the Board for approval. Such changes are limited to classifications at the same or lower salary as the Requested Classification.

			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
GENERAL FUND											
Auditor/Controller-Recorder											
	00009791	N	**Accountant I**	Administrative Services	50	$44,907 - $57,304	**Accountant II**	Administrative Services	56	$52,021 - $66,373	$7,114 - $9,069
			The Auditor/Controller-Recorder has requested that Human Resources conduct a classification study because the duties of the position have increased in complexity. The position is expected to produce fiscal impact reports for new redevelopment agencies (RDAs), ensure correct reporting from the Property Tax automated system, analyze and perform complex calculations, provide information and recommendations to management regarding policy changes, and participate in the development of the division property tax manual. This position will be expected to gain a thorough knowledge of State law as it applies to Preoperty Tax. Also, there is a critical need to cross-train and rotate job duies with the other Accountant II positions. The reclassification will result in additional costs close to $8,000 that has been included in the department's 2008-09 general fund budget.								
Land Use Services - Advanced Planning											
	00074857	N	**Geographic Info Sys Tech II**	Technical and Inspection	46	$40,747 - $52,021	**Land Use Technician II**	Technical and Inspection	46	$40,747 - $52,021	$0 - $0
			With the adoption of the General Plan Update in March 2007, the demand for a Geographic Information System (GIS) Technician II has lessened. Land Use Services Department is requesting to convert this position to a Land Use Technician II to perform normal land use technician duties and also to do limited GIS technician work that pertains to ongoing General Plan Amendments and other map changes.								
Architecture and Engineering											
	00076364	N	**Engineering Technician I**	Technical and Inspection	34	$30,326 - $38,792	**Office Assistant III**	Clerical	31	$28,267 - $36,046	($2,059) - ($2,746)
			The current classification is no longer appropriate due to many changes in duties. The Department is requesting the reclassification of an Engineering Technician to an Office Assistant III to ensure project files are maintained accurately and timely.								
Department of Child Support Services											
	00074995	N	**Staff Analyst I**	Administrative Services	50	$44,907 - $57,304	**Staff Analyst II**	Administrative Services	56	$52,021 - $66,373	$7,114 - $9,069
			The department is requesting reclassification of a Staff Analyst I to a Staff Analyst II to better align the classification with the duties and responsibilities and duties of the position. These duties include a higher level of fiscal functions.								
Economic Development											
	00005139	N	**Secretary I**	Clerical	35	$31,158 - $39,728	**Executive Secretary II**	Exempt	45	$39,728 - $50,752	$8,570 - $11,024
			The department is requesting reclassification of a vacant Secretary I to a Executive Secretary II to better align the classification with the duties and responsibilities of the position. These duties include a higher level of fiscal functions and this position reports to the Economic Development Director.								
	00017675	N	**Education Specialist**	Administrative Services	45	$39,728 - $50,752	**ECD Specialist I**	Administrative Services	59	$55,931 - $71,448	$16,203 - $20,696
			The department is requesting reclassification of a vacant Education Specialist to a ECD Specialist I to better align the classification with the duties and responsibilities of the position. These duties include a higher level of fiscal functions.								
	00017252	N	**Automated Systems Analyst I**	Administrative Services	53	$48,360 - $61,672	**Business Systems Analyst I**	Administrative Services	57	$53,269 - $68,016	$4,909 - $6,344
			The department is requesting reclassification of a vacant Automated Systems Analyst I to a Business Systems Analyst I to better align the classification with the duties and responsibilities of the position. These duties include analysis of the Economic Development Agency's business application systems .								
Probation											
	00005114	N	**Office Assistant IV**	Clerical	33	$29,661 - $37,856	**Supervising Office Specialist**	Supervisory	43	$37,856 - $48,360	$8,195 - $10,504
			The department is requesting the reclassificatin of a vacant Office Assistant IV to a Supervising Office Specialist in order to oversee and standardize office procedures and policies throughout the department. This position will provide overall supervision of all clerical staff.								
Sheriff-Coroner											
	00009626	N	**Deputy Sheriff**	Safety	16	$50,794 - $75,546	**Sheriff's Detective/Corporal**	Safety	19	$61,402 - $83,325	$10,608 - $7,779
			The department is requesting the reclassification of a Deputy Sheriff position to a Sheriff's Detective/Corporal to allow for the supervision of the Sheriff's Evidence Division.								

SUMMARY OF VACANT POSITION RECLASSIFICATION REQUESTS INCLUDED IN THE 2008-09 PROPOSED BUDGET

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			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
OTHER FUNDS											
Information Services - Computer Operations											
	00010020	N	**Computer Operator III**	Technical and Inspection	43	$37,856 - $48,360	**Systems Support Supervisor**	Supervisory	71	$75,026 - $95,992	$37,170 - $47,632
	00008032	N	**Computer Operator III**	Technical and Inspection	43	$37,856 - $48,360	**Systems Support Supervisor**	Supervisory	71	$75,026 - $95,992	$37,170 - $47,632
			The department is recommending, the reclassification of these two vacant positions due to recent changes in technology, which have reduced the need for the job functions performed by Computer Operator IIIs. Reclassifying these positions to System Support Supervisors will enable the department to reorganize and align job duties and responsibilities in accordance with the recommendations of Human Resources.								
	00071894	N	**Systems Support Analyst III**	Administrative Services	67	$68,016 - $86,944	**NEW CLASS - IS Administrator**	Administrative Services	71	$75,026 - $95,992	$7,010 - $9,048
			On January 31, 2008, Human Resources conducted a study to restructure the Computer Operations, Systems Support and Inner-network Section of ISD. They recommended the establishment of the IS Administrator classification and the reclassification of these positions as they have the highest level of security clearance and administrative responsibility for a critical information system, such as the exchange server, active directory, or oracle database.								
Purchasing - Central Mail											
	00005022	N	**Mail Services Supervisor II**	Supervisory	40	$35,152 - $44,907	**NEW CLASS - Mail Services Manager**	Management	50	$44,907 - $57,304	$9,755 - $12,397
			The department is requesting the reclassification of a vacant Mail Services Supervisor II position to a new classification, Mail Services Manager, to align with the evolving duties and responsibilities and to align with other management positions within the County.								
Workforce Development											
	00011480	N	**Workforce Development Regional Manager**	Management	65	$64,792 - $82,784	**Deputy Director Workforce Development**	Exempt	74	$80,704 - $103,334	$15,912 - $20,550
			The department is requesting reclassification of a vacant Workforce Development Regional Manager to a Deputy Director Workforce Development to better align the classification with the duties and responsibilities of the position. This position will now be responsible for additional special program projects the department implemented to increase its revenue sources and reduce dependence on WIA funding, as well as oversight of state-mandated program integration.								

SUMMARY OF FILLED POSITION RECLASSIFICATION REQUESTS INCLUDED IN THE 2008-09 PROPOSED BUDGET

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			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
GENERAL FUND											
Auditor/Controller-Recorder											
	00005385	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00005386	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00005387	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00005388	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00005389	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00005390	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00005391	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00012084	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00012085	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00075393	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
	00075725	Y	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	**Internal Auditor III**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
			The Auditor/Controller-Recorder has requested that Human Resources conduct a classification study to reorganize the classification structure of the Internal Auditor, Accounting, and Systems Accountant series to improve the career patterns, as well as the department's ability to recruit, fill, and retain valuable talent. One of the significant concerns of the department is the ability to attract and promote from the Accountant series within the in-house talent into the Auditor series becuse of the same pay but unique requirements to be an Auditor. In addition, it poses a problem of being able to cross train and move across disciplines (i.e., functions). As a result, some employees leave the department in order to obtain qualifying experience to compete for higher level classifications, which is an inefficient manner to develop and provide for succession planning and a loss of valuable experience. There will be additional costs close to $3,000 because there is one incumbent at Step 1 who will move to Step 1 of the new range. The additional cost has been included in the department's 2008-09 general fund budget. The other incumbents will remain at their current level of pay. The range increase allows incumbents to work longer before reaching the top of the									
	00010270	Y	**Internal Auditor I**	Administrative Services	50	$44,907 - $57,304	**Internal Auditor II**	Administrative Services	56	$52,021 - $66,373	$7,114 - $9,069
			The Auditor/Controller-Recorder has requested that Human Resources conduct a classification study to reorganize the classification structure of the Internal Auditor, Accounting, and Systems Accountant series to improve the career patterns, as well as the department's ability to recruit, fill, and retain valuable talent. One of the significant concerns of the department is the ability to attract and promote from the Accountant series within the in-house talent into the Auditor series because of the same pay but unique requirements to be an Auditor. In addition, it poses a problem of being able to cross train and move across disciplines (i.e., functions). As a result, some employees leave the department in order to obtain qualifying experience to compete for the higher level classifications, which is an inefficient manner to develop and provide for succession planning and a loss of valuable experience. There will not be any additional costs, because although the range is increasing, incumbents will remain their current level of pay. The range increase allows incumbents to work longer before reaching the top of the pay scale.									
	00004299	Y	**Supervising Accountant III**	Supervisory	64	$63,211 - $80,704	**NEW CLASS - Supervising Internal Auditor III**	Supervisory	66	$66,373 - $84,843	$3,162 - $4,139
	00077858	Y	**Supervising Accountant III**	Supervisory	64	$63,211 - $80,704	**NEW CLASS - Supervising Internal Auditor III**	Supervisory	66	$66,373 - $84,843	$3,162 - $4,139
	00082642	Y	**Supervising Accountant III**	Supervisory	64	$63,211 - $80,704	**NEW CLASS - Supervising Internal Auditor III**	Supervisory	66	$66,373 - $84,843	$3,162 - $4,139
			The Auditor/Controller-Recorder has requested that Human Resources conduct a classification study to reorganize the classification structure of the Internal Auditor, Accounting, and Systems Accountant series to improve the career patterns, as well as the department's ability to recruit, fill, and retain valuable talent. One of the significant concerns of the department is the ability to attract and promote from the Accountant series within the in-house talent into the Auditor series because of the same pay but unique requirements to be an Auditor. In addition, it poses a problem of being able to cross train and move across disciplines (i.e., functions). As a result, some employees leave the department in order to obtain qualifying experience to compete for the higher level classifications, which is an inefficient manner to develop and provide for succession planning and a loss of valuable experience. There will not be any additional costs, because although the range is increasing, incumbents will remain their current level of pay. The range increase allows incumbents to work longer before reaching the top of the pay scale.									
Architecture and Engineering											
	0004044	Y	**Secretary I**	Clerical	35	$31,158 - $39,728	**Office Specialist**	Clerical	35	$31,158 - $39,728	$0 - $0
			The current classification is no longer appropriate due to many changes in duties. The Department is requesting the reclassification of a Secretary I to an Office Specialist to better align the classification with the actual duties of the position, which includes document retrieval, filing, and management of the new Document Management System.								

SUMMARY OF FILLED POSITION RECLASSIFICATION REQUESTS INCLUDED IN THE 2008-09 PROPOSED BUDGET

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			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
Airports											
	00016587	Y	**Fiscal Assistant**	Clerical	31	$28,267 - $36,046	**Fiscal Specialist**	Clerical	35	$31,158 - $39,728	$2,891 - $3,682
			The current classification is no longer appropriate due to many changes in duties. Previously, the position only encompassed payable duties. Specifically processing payment vouchers, filing, typing and customer service related activities. Since then, a new payment process was put into place that reduced the amount of time it took to process payments. Consequently, the fiscal assistant's duties changed due to more time available to work on other areas. Additional duties include but are not limited to receivables, posting payments, issuing delinquency notices, processing credit cards packages, distributing deposits, auditing project folders, and reconciling bank statements/petty cash funds. These duties require more complex reasoning and a higher level of independence. It was determined by the department that these duties are more consistent with a fiscal specialist position rather than a fiscal assistant.								
	00007030	Y	**Secretary I**	Clerical	35	$31,158 - $39,728	**Secretary II**	Clerical	38	$33,530 - $42,765	$2,372 - $3,037
			The current classification for this position is no longer appropriate due to the incumbent absorbing more responsibilities during her 10 year tenure. This secretary's duties have increased and become more complex with minimal supervision. Therefore the reclass to a Secretary II classification is warranted.								
Regional Parks											
	00077966	Y	**General Services Worker II**	Craft, Labor and Trade	12	$17,763 - $22,672	**Office Assistant II**	Clerical	27	$25,646 - $32,718	$7,883 - $10,046
			Currently, this General Service Worker II is providing clerical support by taking all reservations and processing payments for reservations. The GSW II also backs up an fiscal assistant by preparing revenue reports and providing clerical support on the fiscal assistant's off days. The GSW II is performing Office Assistant II duties and is therefore being recommended for reclassification.								
	00073416	Y	**Office Assistant III**	Clerical	31	$28,267 - $36,046	**NEW CLASS - Regional Parks Recreation Coordinator**	Administrative Services	39	$34,341 - $43,846	$6,074 - $7,800
			This Office Assistant III is overseeing the daily administration of the Science Day Camp. She supervises the Naturalists, promotes the program, oversees the budget and schedules the school visits. She is also working with the Youth Services Coordinator to develop new programs and enhance existing programs. These duties/responsibilities are more consistent with the new classification of Parks Recreation Coordinator.								
District Attorney											
	00015457	Y	**Investigative Technician II**	Technical and Inspection	37	$32,718 - $41,787	**Investigative Technician III**	Technical and Inspection	42	$36,941 - $47,154	$4,223 - $5,367
			The District Attorney is requesting the reclassification of an Investigative Technician II to an Investigative Technician III to align the position with additional responsibilites that include, but not limited to, record keeping, management of over $2.0 million in assets and securities and security of up to 14 facilities.								
	00012679	Y	**Executive Assistant to the DA**	Exempt	57	$53,269 - $68,016	**NEW CLASS - DA Program Media Relations Officer**	Exempt	67	$68,016 - $86,944	$14,747 - $18,928
			The District Attorney is requesting the reclassification of an Executive Assistant to the DA to DA Program Media Relations Officer to align the position not only in classification name but additional responsibilities such as media releases and relations, coordinate the District Attorney's Office special events, and handles issues that are controversial and/or that are of a sensitive nature.								
Economic Development											
	00014475	Y	**ECD Specialist II**	Administrative Services	61	$58,698 - $75,026	**NEW CLASS - Econ Dev Communications Officer**	Administrative Services	61	$58,698 - $75,026	$0 - $0
			The department is requesting reclassification of a filled ECD Specialist II to a Econ Development Communications Officer to better align the classification with the duties and responsibilities of the position. These duties include a higher level of fiscal functions.								
Public Guardian											
	00078201	Y	**Staff Analyst II**	Administrative Services	56	$52,021 - $66,373	**Administrative Supervisor I**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
			The department is requesting reclassification of a Staff Analyst II to an Administrative Supervisor I to better align the classification with the actual duties and responsibilities of the position. These duties include preparation of the Public Guardian budget, supervision of fiscal functions, and additional employees to supervise.								

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			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
Public Health											
	00014911	Y	**Health Services Assistant II**	Technical and Inspection	28	$26,270 - $33,530	**Supervising Health Services Assistant**	Supervisory	32	$28,954 - $36,941	$2,684 - $3,411
	00014912	Y	**Health Services Assistant II**	Technical and Inspection	28	$26,270 - $33,530	**Supervising Health Services Assistant**	Supervisory	32	$28,954 - $36,941	$2,684 - $3,411
	00078548	Y	**Health Services Assistant II**	Technical and Inspection	28	$26,270 - $33,530	**Supervising Health Services Assistant**	Supervisory	32	$28,954 - $36,941	$2,684 - $3,411
	00082419	Y	**Health Services Assistant II**	Technical and Inspection	28	$26,270 - $33,530	**Supervising Health Services Assistant**	Supervisory	32	$28,954 - $36,941	$2,684 - $3,411
	00082420	Y	**Health Services Assistant II**	Technical and Inspection	28	$26,270 - $33,530	**Supervising Health Services Assistant**	Supervisory	32	$28,954 - $36,941	$2,684 - $3,411
			The department is requesting the reclassification of five filled Health Services Assistant positions to better align with the proposed re-organization of the Women's, Infant and Children's Program. These positions are being requested for reclass in order to align them with the greater supervisory functions that are necessary to conduct all activities and perform the necessary oversight of the daily operations of WIC sites at five different locations.								
Probation											
	00075652	Y	**Personnel Technician**	Technical and Inspection	41	$36,046 - $46,030	**Administrative Supervisor I**	Supervisory	60	$57,304 - $73,278	$21,258 - $27,248
			The department is requesting the reclassification of a Personnel Technician to an Administrative Supervisor I to reflect the added responsibility for personnel information in the budget preparation process as well as to reflect the added responsibility due to the combining of the department's payroll and personnel sections into one to provide one point of service for these disciplines within one section.								
	00009246	Y	**Office Assistant III**	Clerical	31	$28,267 - $36,046	**Payroll Specialist**	Clerical	33	$29,661 - $37,856	$1,394 - $1,810
	00016231	Y	**Office Assistant III**	Clerical	31	$28,267 - $36,046	**Payroll Specialist**	Clerical	33	$29,661 - $37,856	$1,394 - $1,810
			The department is requesting the reclassification of two (2.0) filled Office Assistant III positions to Payroll Specialist positions to allow for complete coverage of payroll functions at all locations within the department.								
Purchasing											
	00010644	Y	**Office Assistant II**	Clerical	27	$25,646 - $32,718	**Office Assistant III**	Clerical	31	$28,267 - $36,046	$2,621 - $3,328
			The department is requesting the reclassification of an Office Assistant II to an Office Assistant III to reflect the additional duties and responsibilities that will be gained in support of the Purchasing Department over an internal service fund.								
Sheriff-Coroner											
	00008741	Y	**Office Assistant II**	Clerical	27	$25,646 - $32,718	**Office Specialist**	Clerical	35	$31,158 - $39,728	$5,512 - $7,010
			The department is requesting the reclassification of an Office Assistant II position to an Office Specialist position to accommodate workload changes in the Specialized Enforcement Division.								
Office of Aging and Adult Services											
	00072419	Y	**Staff Analyst II**	Administrative Services	56	$52,021 - $66,373	**Administrative Supervisor I**	Supervisory	60	$57,304 - $73,278	$5,283 - $6,905
			The department is requesting reclassification of a Staff Analyst II to an Administrative Supervisor I in order to better align the classification with the actual duties and responsibilities of the position. Duties include responsibility of the department's Aging Program Area Plan.								
	00076742	Y	**Nutritionist**	Professional	50	$44,907 - $57,304	**Staff Analyst II**	Administrative Services	56	$52,021 - $66,373	$7,114 - $9,069
			The department is requesting reclassification of a Nutritionist to a Staff Analyst II in order to better align the classification with the actual duties and responsibilities of the position. Duties include program analysis and research of the Older Americans Act programs.								
	00003545	Y	**Staff Analyst I**	Administrative Services	50	$44,907 - $57,304	**Staff Analyst II**	Administrative Services	56	$52,021 - $66,373	$7,114 - $9,069
	00007705	Y	**Staff Analyst I**	Administrative Services	50	$44,907 - $57,304	**Staff Analyst II**	Administrative Services	56	$52,021 - $66,373	$7,114 - $9,069
			The department is requesting reclassification of 1.3 Staff Analyst I to Staff Analyst II in order to better align the classification with the actual duties and responsibilities of the position. Duties include a higher level program analysis.								
	00015146	Y	**Administrative Supervisor II**	Supervisory	65	$64,792 - $82,784	**Administrative Manager**	Management	70	$73,278 - $93,704	$8,486 - $10,920
			The department is requesting reclassification of an Administrative Supervisor II to an Administrative Manager in order to better align the classification with the actual duties and responsibilities of the position. These duties include management of all department budgetary and fiscal functions and development of financial procedures.								

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			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
OTHER FUNDS											
Information Services - Computer Operations											
	00007408	Y	**Programmer Analyst III**	Administrative Services	67	$68,016 - $86,944	**Business Systems Analyst III**	Administrative Services	67	$68,016 - $86,944	$0 - $0
			The department is requesting this reclassification, with no change in compensation, to align actual job functions and correct a budgetary underfill.								
	00010015	Y	**IT Account Representative II**	Administrative Services	67	$68,016 - $86,944	**Business Systems Analyst III**	Administrative Services	67	$68,016 - $86,944	$0 - $0
			The department is requesting this reclassification, with no change in compensation, to align actual job functions and correct a budgetary underfill.								
	00004277	Y	**Systems Support Supervisor**	Supervisory	71	$75,026 - $95,992	**NEW CLASS - IS Section Manager**	Administrative Services	77	$86,944 - $111,342	$11,918 - $15,350
			On January 31, 2008, Human Resources conducted a study to restructure the Computer Operations, Systems Support and Inner-network Section of ISD. They recommended the establishment of the IS Section Manager classification and the reclassification of this position as it oversees critical ISD functions that have countywide impact.								
	00074160	Y	**Systems Support Analyst III**	Administrative Services	67	$68,016 - $86,944	**NEW CLASS - IS Administrator**	Administrative Services	71	$75,026 - $95,992	$7,010 - $9,048
	00075640	Y	**Systems Support Analyst III**	Administrative Services	67	$68,016 - $86,944	**NEW CLASS - IS Administrator**	Administrative Services	71	$75,026 - $95,992	$7,010 - $9,048
			On January 31, 2008, Human Resources conducted a study to restructure the Computer Operations, Systems Support and Inner-network Section of ISD. They recommended the establishment of the IS Administrator classification and the reclassification of these positions as they have the highest level of security clearance and administrative responsibility for a critical information system, such as the exchange server, active directory, or oracle database.								
	00016972	Y	**Automated Systems Technician**	Technical and Inspection	42	$36,941 - $47,154	**Fiscal Specialist**	Clerical	35	$31,158 - $39,728	($5,783) - ($7,426)
			The department is requesting this reclassification to align actual job functions and correct a budgetary underfill.								
	00004746	Y	**Business Applications Manager**	Management	71	$75,026 - $95,992	**NEW CLASS - IS Section Manager**	Management	77	$86,944 - $111,342	$11,918 - $15,350
			On January 31, 2008, Human Resources conducted a study to restructure the Computer Operations, Systems Support and Inner-network Section of ISD. They recommended the establishment of the IS Section Manager classification and the reclassification of this position as it oversees critical ISD functions that have countywide impact.								
	0008669	Y	**Programmer Analyst III**	Administrative Services	67	$68,016 - $86,944	**NEW CLASS - IS Administrator**	Administrative Services	71	$75,026 - $95,992	$7,010 - $9,048
			On January 31, 2008, Human Resources conducted a study to restructure the Computer Operations, Systems Support and Inner-network Section of ISD. They recommended the establishment of the IS Administrator classification and the reclassification of this position as it has the highest level of security clearance and administrative responsibility for a critical information system such as the exchange server, active directory, or oracle database.								
Information Services - Network Services											
	00000932	Y	**Network Services Supervisor**	Supervisory	71	$75,026 - $95,992	**NEW CLASS - IS Section Manager**	Management	77	$86,944 - $111,342	$11,918 - $15,350
			On January 31, 2008, Human Resources conducted a study to restructure the Computer Operations, Systems Support and Inner-network Section of ISD. They recommended the establishment of the IS Section Manager classification and the reclassification of this position as it oversees critical ISD functions that have countywide impact.								
Purchasing - Printing Services											
	00009110	Y	**Bindery Equipment Operator**	Craft, Labor and Trade	23	$23,275 - $29,661	**Reproduction Equipment Operator I**	Craft, Labor and Trade	33	$29,661 - $37,856	$6,386 - $8,195
			The department is requesting the reclassification of a Bindery Equipment Operator to a Reproduction Equpment Operator I to align the duties and responsibilites of the position.								
	0005460	Y	**Printing Services Supervisor**	Supervisory	40	$35,152 - $44,907	**NEW CLASS - Printing Services Manag**	Management	50	$44,907 - $57,304	$9,755 - $12,397
			The department is requesting the reclassification of the Printing Services Supervisor to a new classification, Printing Services Manager, to align with the duties and responsibilites of the program, growth, and in agreement with the department's re-organization vision.								

SUMMARY OF FILLED POSITION RECLASSIFICATION REQUESTS INCLUDED IN THE 2008-09 PROPOSED BUDGET

These actions are subject to Classification review. Human Resources has conducted initial or complete studies on all of theses actions and generally concurs with the requests. After final review, Human Resources may recommend minor changes without returning to the Board for approval. Such changes are limited to classifications at the same or lower salary as the Requested Classification.

			CURRENT				REQUESTED				DIFFERENCE
Dept	Position Number	Filled Y/N	Classification	Representation Unit	Pay Grade	Pay Range	Classification	Representation Unit	Pay Grade	Pay Range	In Pay Range
Risk Management - Operations											
	00010841	Y	**Office Specialist**	Clerical	35	$31,158 - $39,728	**Executive Secretary II**	Exempt	45	$39,728 - $50,752	$8,570 - $11,024
			The department is requesting this reclassification due to the addition of executive positions and the reorganization of work load resulting in the need for additional resources and the expansion of duties for existing staff.								
	00014970	Y	**Supervising Automated Systems Ana**	Supervisory	57	$53,269 - $68,016	**Automated Systems Technician**	Technical and Inspection	42	$36,941 - $47,154	($16,328) - ($20,862)
			The department is requesting this position be downgraded to correct a budgetary underfill.								
Preschool Services											
	00017853	Y	**Nutritionist**	Professional	50	$44,907 - $57,304	**Supervising Public Health Nutritionist**	Supervisory	54	$49,504 - $63,211	$4,597 - $5,907
			The department is requesting reclassification of a Nutritionist to a Supervising Public Health Nutritionist to better align actual duties and responsibilities with the position. This position will provide supervision and training of the department's child food program at all preschool sites.								
	00017923	Y	**PSD Program Supervisor**	Supervisory	47	$41,787 - $53,269	**Staff Analyst I**	Administrative Services	50	$44,907 - $57,304	$3,120 - $4,035
			The department is requesting reclassification of a PSD Program Supervisor to a Staff Analyst I to better align actual duties and responsibilities with the position. The duties include implementing an automated eligibility and reporting system, legislative review, and development of procedures.								
	00070661	Y	**Office Assistant III**	Clerical	31	$28,267 - $36,046	**Office Specialist**	Clerical	35	$31,158 - $39,728	$2,891 - $3,682
			The department is requesting reclassification of an Office Assistant III to an Office Specialist to better align actual duties and responsibilities with the position. The duties will include assisting with the Employee Award Program and serving in a lead role over other Office Assistants.								
	00075853	Y	**Program Specialist I**	Administrative Services	53	$48,360 - $61,672	**Program Specialist II**	Administrative Services	56	$52,021 - $66,373	$3,661 - $4,701
			The department is requesting reclassification of a Program Specialist I to a Program Specialist II to better align the classification with the actual duties and responsibilities of the position. The duties include a higher level of research and analytical studies of program activities.								
Workforce Development											
	00007938	Y	**Supervising Employment Svcs Speci**	Supervisory	48	$42,765 - $54,642	**NEW CLASS - Workforce Development Supervisor**	Supervisory	54	$49,504 - $63,211	$6,739 - $8,569
	00008806	Y	**Supervising Employment Svcs Speci**	Supervisory	48	$42,765 - $54,642	**NEW CLASS - Workforce Development Supervisor**	Supervisory	54	$49,504 - $63,211	$6,739 - $8,569
	00070095	Y	**Supervising Employment Svcs Speci**	Supervisory	48	$42,765 - $54,642	**NEW CLASS - Workforce Development Supervisor**	Supervisory	54	$49,504 - $63,211	$6,739 - $8,569
			The department is requesting reclassification of three Supervising Employment Services Specialist I to Workforce Development Supervisor due to new responsibilities resulting from the implementation of state-mandated program integration. The incumbents are now responsible for overall administration of the Business Resource Centers and oversee State employees.								
County Library											
	00010009	Y	**Automated Systems Analyst II**	Administrative Services	60	$57,304 - $73,278	**Business Systems Analyst II**	Administrative Services	63	$61,672 - $78,790	$4,368 - $5,512
			This position originally oversaw implementation and maintenance of relatively static systems. With the advent of RFID technology and new circulation system client server software, and the need to include these technologies in projected new library projects, the position is now tasked with significant evaluation and testing responsibilities, increased cost/benefit analyses, development of request for proposals, as well as major liaison with vendors and local government agencies involved in construction of new library facilities.								
Transportation - Road Operations											
	00083678	Y	**Engineering Technician IV**	Technical and Inspection	52	$47,154 - $60,174	**Geographic Info Systems Tech III**	Technical and Inspection	49	$43,846 - $55,931	($3,308) - ($4,243)
			Individual in existing classification of Engineering Technician IV is performing mapping duties for planning, programming, budgeting and administration of transportation projects. This individual is also utilizing newer mapping technology provided by Geographic Systems Information (GIS); therefore, the duties of this position are more consistent with the duties of a GIS Tech III.								