

RESOLUTION NO.

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION AUTHORIZING AN AMENDMENT TO MASTER SALARY
RESOLUTION 075338 TO DELETE EIGHT POSITIONS, ADD TEN POSITIONS, ADD
ONE SPECIAL COMPENSATION, AND CONVERT SIX UNCLASSIFIED POSITIONS
TO CLASSIFIED.**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, section 206a(4) of the San Mateo County Charter authorizes the Board of Supervisors to establish the number of all appointed officers and employees; and

WHEREAS, sections 206a(5) and 508 of the San Mateo County Charter authorize the Board of Supervisors to establish by ordinance or resolution the compensation and benefits of County officers and employees; and

WHEREAS, San Mateo County Ordinance No. 07303 ordered that henceforth the number of County appointed officers and employees and their compensation and benefits shall be established by resolution of the Board of Supervisors; and

NOW THEREFORE, IT IS HEREBY ORDERED that the Board of Supervisors authorizes an amendment to Master Salary Resolution 075338 as follows:

ORGANIZATION 15000 TREASURER – TAX COLLECTOR

1. Item E348, Cash Management Specialist is decreased by 1 position for a new total of 4 positions.

2. Item E350, Fiscal Office Specialist is increased by 1 position for a new total of 13 positions.

ORGANIZATION 30000 SHERIFF'S OFFICE

1. Item E089, Administrative Assistant II – E is increased by 1 position for a new total of 4 positions.

ORGANIZATION 32000 PROBATION

1. Section 5 – Special Compensation of the Master Salary Resolution is amended to add a 5.74% differential pay for employees in the Group Supervisor II or Group Supervisor III classifications when assigned by an Institution Services Manager (ISM) to act as “Officer of the Day” (OD) shall receive, in addition to all other compensation for all hours worked as OD. There will only be one employee at a time assigned to be OD in each facility. An employee can only be assigned Officer of the Day if the following conditions are met: (1) There is no ISM or other management employee available in the building/facility, e.g., ISM is at an offsite meeting or training, on vacation or sick and not replaced by another manager, etc. and the employee has been assigned to be OD by a management employee; and (2) Employee is currently not receiving a Training Differential except in emergency situations AND with approval from the Chief Probation Officer or his/her designee. Only one employee at a time can be assigned as OD in each facility.

ORGANIZATION 39000 PARKS DEPARTMENT

1. Item L039, Park Ranger III is decreased by 1 position for a new total of 15 positions.
2. Item J083S, Resource Conservation Specialist Series is increased by 1 position for a new total of 1 position.

ORGANIZATION 40000 OFFICE OF SUSTAINABILITY

1. Item J083S, Resource Conservation Specialist Series is increased by 1 position for a new total of 4 positions.

ORGANIZATION 59000 ENVIRONMENTAL HEALTH

1. Item E350, Fiscal Office Specialist is decreased by 1 position for a new total of 0 positions.
2. Item E403, Payroll/Personnel Services Specialist is increased by 1 position for a new total of 1 position.

ORGANIZATION 61000 BEHAVIORAL HEALTH AND RECOVERY SERVICE

1. Item B013S, Case Management/Assessment Specialist – Unclassified Series is decreased by 5 positions for a new total of 5 positions.
2. Item G240S, Case Management/Assessment Specialist Series is increased by 5 positions for a new total of 16 positions.
3. Item E419, Lead Medical Office Assistant is decreased by 1 position for a new total of 0 positions.

4. Item G040S, Mental Health Case Worker Series is increased by 1 position for a new total of 131 positions.
5. Item B076, Medical Office Specialist – Unclassified is decreased by 1 position for a new total of 0 positions.
6. Item E414, Patient Services Specialist is increased by 1 position for a new total of 5 positions.

ORGANIZATION 66000 SAN MATEO MEDICAL CENTER

1. Item B083S, Patient Services Assistant – Unclassified Series is decreased by 1 position for a new total of 3 positions.
2. Item E411S, Patient Services Assistant Series is increased by 2 positions for a new total of 94 positions.
3. Item E483S, Health Benefits Analyst Series is decreased by 1 position for a new total of 0 positions.

ORGANIZATION 70000 HUMAN SERVICES AGENCY

1. Item E334S, Office Assistant Series is decreased by 2 positions for a new total of 45 positions.
2. Item G112S, Community Worker Series is increased by 2 positions for a new total of 21 positions.

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