



Napa County

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.countyofnapa.org

Main: (707) 253-4580

Legislation Text

File #: 24-285, **Version:** 1

TO: Board of Supervisors
FROM: Christine Briceño, Director of Human Resources
REPORT BY: Joy Cadiz, Staff Services Manager
SUBJECT: Adopt a Resolution to Amend the Departmental Allocation List for Multiple Departments, the Table and Index of Classes, and Appropriate Personnel Policies

RECOMMENDATION

Adopt a Resolution to amend the Departmental Allocation List for Multiple Departments, the Table & Index of Classes, and appropriate personnel policies, effective January 6, 2024. (Fiscal Impact: \$7,200 annual expense; General Fund; Budgeted; Discretionary)

BACKGROUND

The requested action will move an existing Senior Systems Support Analyst allocation within the Auditor-Controller's Office and a Web Support Analyst II within Central Services, a division of the County Executive Office, from the Public Service Employees Bargaining Unit into the Confidential Group. The incumbent in the Senior Systems Support Analyst classification supports the collective bargaining process and the incumbent in the Web Support Analyst II classification has access to confidential information related to the collective bargaining process through work with the County Executive Office. Both incumbents have either supported or had access to pertinent confidential information since at least the pay period beginning January 6, 2024.

FISCAL & STRATEGIC PLAN IMPACT

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| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | Yes |
| Where is it budgeted? | General Fund - Auditor Controller 1100000 and Community Outreach 1052002 |
| Is it Mandatory or Discretionary? | Discretionary |

Discretionary Justification: County Policy defines a Confidential position as one with access to confidential information relating to the County’s administration of employer-employee relations and places these positions in the Confidential Group.

Is the general fund affected? Yes

Future fiscal impact: The cost of additional compensation for the remainder of the fiscal year is approximately \$3,600. The annualized cost of additional compensation is approximately \$7,200 and will be budgeted for accordingly.

Consequences if not approved: The affected departments will be without a necessary confidential resource to support the administration of employer-employee relations or have access to confidential information.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.