

RESOLUTION NO. 12-7788

**RESOLUTION TO ADOPT THE JOB DESCRIPTIONS OF PROBATION OFFICE ASSISTANT I, II, III,
PROBATION LEGAL SERVICE ASSISTANT I, II, AND PROBATION DEPARTMENT FISCAL OFFICER
I AND II**

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, the Human Resources Director received a request from Operating Engineers Representative, Mr. Gregory Ramirez, under Personnel Rule 23.10, to modify the current bargaining units by establishing the Probation Department Unit and the Probation Mid-Management Unit; and

WHEREAS, in good faith to achieve the current agreement with Operating Engineers, the County agreed not to oppose the separation or creation of such units; and

WHEREAS, Personnel Rule 23.09 (F) does not allow the same employment classification title in more than one unit; and

WHEREAS, the classification titles of Office Assistant I, II, III; Legal Service Assistant I, II; Department Fiscal Officer I and II; will continue to be utilized within the General and Mid-Management Units and new job descriptions are necessary to complete this process. The Union has reviewed all of the proposed job descriptions and has no objections in moving forward.

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

The County's classification plan is hereby amended to include the following classifications:

Probation Office Assistant I, Probation Office Assistant II, Probation Office Assistant III, Probation Legal Services Assistant I, Probation Legal Services Assistant II, Probation Department Fiscal Officer I and Probation Department Fiscal Officer II.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 15th day of May, 2012 by the following vote:

AYES: Supervisors SWOFFORD, THRALL, KENNEDY, SIMPSON

NOES: Supervisors NONE

ABSENT: Supervisors MEACHER



Chairperson, Board of Supervisors

ATTESTS:



Clerk of the Board