RESOLUTION NO. 2019-128

RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE TABLE AND INDEX OF CLASSES, THE DEPARTMENTAL ALLOCATION LIST FOR THE DISTRICT ATTORNEY’S OFFICE, AND THE APPROPRIATE PERSONNEL POLICIES EFFECTIVE OCTOBER 15, 2019

**WHEREAS,** Government Code section 25300 provides that the Board of Supervisors shall provide for the number, compensation, tenure, appointment and conditions of employment of county employees and that such action may be taken by ordinance or resolution; and

**WHEREAS,** section 2.100.270 of the Napa County Code provides that the “Table and Index” may be amended from time to time by resolution of the Board of Supervisors; and

**WHEREAS,** section 2.100.280 of the Napa County Code provides that the number of positions and classifications in the Departmental Allocation Lists shall be established from time to time by resolution of the Board of Supervisors; and

**WHEREAS,** the Director of Human Resources periodically recommends that the County provide management employees with certain benefits as outlined in Management Compensation Plans, and update the plans to reflect relevant changes and applicable laws and regulations; and

**WHEREAS**, the Director of Human Resources recommends that the proposed changes to the Table and Index of Classes, the Departmental Allocation List for the District Attorney’s Office, and appropriate personnel policies, as set forth in Exhibit “A,” be implemented.

**NOW, THEREFORE, BE IT RESOLVED,** that the Napa County Board of Supervisors hereby approves the changes to the Table and Index of Classes, the Departmental Allocation List for the District Attorney’s Office, and the appropriate personnel policies, as set forth in Exhibit “A,” effective October 15, 2019.

**[REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]**

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the 15h day of October 2019, by the following vote:

AYES: SUPERVISORS PEDROZA, WAGENKNECHT, DILLON,

RAMOS and GREGORY

NOES: SUPERVISORS NONE

ABSTAIN: SUPERVISORS NONE

ABSENT: SUPERVISORS NONE

NAPA COUNTY, a political subdivision of

the State of California

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RYAN GREGORY, Chair of the

Board of Supervisors

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| APPROVED AS TO FORM  Office of County Counsel  By: *Susan B. Altman*, Deputy  Date: October 2, 2019 | APPROVED BY THE NAPA COUNTY  BOARD OF SUPERVISORS  Date: October 15, 2019  Processed By:    Deputy Clerk of the Board | ATTEST: JOSE LUIS VALDEZ  Clerk of the Board of Supervisors  By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**EXHIBIT A**

Director of Human Resources requests approval of the following actions, effective October 15, 2019:

1. Amend the Table and Index of Classes, as follows:
2. Delete: Forensic Accountant

$3,152.00 - $3,770.40 (biweekly)   
$6,829.00 - $8,169.00 (approximate monthly salary)

1. Add: District Attorney Accounting Specialist

$3,152.00 - $3,770.40 (biweekly)   
$6,829.00 - $8,169.00 (approximate monthly salary)

1. Delete: Victim Witness Program Manager (MGT)\*

$3,027.20 - $3,679.20 (biweekly)   
$6,559.00 - $7,972.00 (approximate monthly salary)

1. Add: Victim Witness Program Manager (NCO)\*

$3,027.20 - $3,679.20 (biweekly)   
$6,559.00 - $7,972.00 (approximate monthly salary)

1. Amend the Departmental Allocation List, as follows:

**DISTRICT ATTORNEY’S OFFICE: BUDGET UNIT #13000**

1. Delete: One 1.0 FTE Forensic Accountant
2. Add: One 1.0 FTE District Attorney Accounting Specialist
3. Delete: One 1.0 FTE Victim Witness Program Manager (MGT)\*
4. Add: One 1.0 FTE Victim Witness Program Manager (NCO)\*
5. Add: One 1.0 FTE Office Assistant II - Limited Term\*\*
6. Amend Part I: Section 37C-1 of the Napa County Policy Manual, Management Compensation Plan - Classified, by deleting Victim Witness Program Manager from Attachment 1, Part A.\*
7. Amend Part I: Section 37C-3 of the Napa County Policy Manual, Management Compensation Plan – Management Non-Classified (Other), by adding Victim Witness Program Manager to Attachment 1, Part A.\*

\*Effective date shall be November 2, 2019, when the position becomes vacant.

\*\*Limited term through June 30, 2020.