



# COUNTY OF HUMBOLDT

For the meeting of: 4/20/2021

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File #: 21-494

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**SUBJECT:**

Amendment of Public Defender Classification Specification

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Adopt the amended classification specification (attached) for Public Defender (Class 0828) into the classification plan effective immediately.

**SOURCE OF FUNDING:**

N/A

**DISCUSSION:**

It is anticipated that the Public Defender will soon be a vacant position that will need to be filled via an executive recruitment effort. Human Resources recommends updating the classification specification, which has not been updated since August 1990, before any recruitment efforts begin. An updated classification specification will assist the executive level recruitment effort in attracting the most qualified candidates, which will also assist your Board in choosing the best candidate for this position.

The attached classification specification was drafted by Koff & Associates (K&A) while conducting the recent Countywide Classification Study. This draft was reviewed by the current Public Defender, County Human Resources, and the County Administrative Officer.

There is no change in compensation being recommended as part of this recommended amendment to the Public Defender classification specification.

**FINANCIAL IMPACT:**

There is no financial impact due to no change in compensation associated with the recommendations.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by providing community-appropriate levels of service .

**OTHER AGENCY INVOLVEMENT:**

Koff & Associates

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Your Board may choose not to adopt this amended classification specification and leave the current classification specification in place; however, this is not recommended as there will soon be a need to recruit for the position of Public Defender and attracting the most qualified candidate using the proposed class description is vital to county operations.

**ATTACHMENTS:**

1. Copy of Public Defender Classification Specification

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A