



# COUNTY OF HUMBOLDT

For the meeting of: 7/30/2019

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File #: 19-1017

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

SUBJECT:

New Classification of Senior Deputy District Attorney

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the new classification of Senior Deputy District Attorney (class 0621, salary range 540, unit 05) into the classification plan effective immediately; and
2. Adopt Resolution No. \_\_\_\_\_ (Attachment A) approving the Amendment to the Compensation Plans for the California Attorney Association effective immediately.

SOURCE OF FUNDING:

District Attorney Office unit 205

DISCUSSION:

At the request of the District Attorney's Office, the Human Resources Department conducted a classification review of the Deputy District Attorney IV position currently occupied by Stacey Eads. The review was requested for the purpose of evaluating the appropriateness of the classification for this position.

Human Resources staff has concluded that the duties and responsibilities of this position are outside of the scope of Deputy District Attorney IV. Therefore, Human Resources recommends that a Senior Deputy District Attorney classification be added to the Deputy District Attorney class series, and that the position occupied by Ms. Eads be allocated to the new classification.

In addition to consistently being assigned the most complex, sensitive prosecutorial caseload, Ms. Eads assists the District Attorney in departmental administrative matters outside of the duties that would typically be assigned to a Deputy District Attorney IV. There are aspects of lead-level work that are assigned to Deputy District Attorney IV positions insofar as incumbents at this level would provide functional direction to lower level Deputy District Attorney positions (i.e., I/II/III) of the same work unit relative to the technical aspects of prosecutorial work. By comparison, Ms. Eads is assigned responsibility for directing workflow, establishing work priorities, and providing broader administrative direction beyond the technical aspects of the work, and does so for staff members

outside of her own work unit. These are duties that are outside of the scope of her current classification.

FINANCIAL IMPACT:

There is no financial impact for adopting the new job class of Senior Deputy District Attorney. A financial impact will not be realized until the District Attorney returns to the Board to request the allocation of a Senior Deputy District Attorney position. The annual salary and benefits for 1.0 full-time equivalent Senior Deputy District Attorney is approximately \$143,000.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

District Attorney's Office

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the adoption of the new classification of Senior Deputy District Attorney. However, this is not recommended as it will have a negative impact on the District Attorney's ability to meet the needs of the community.

ATTACHMENTS:

- Resolution No. \_\_\_\_\_
- Job Specification for Senior Deputy District Attorney

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: September 4, 2018

File No.: 18-1147