



WASHOE COUNTY

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CM/ACM
Finance
DA
Risk Mgt.
HR
Other

STAFF REPORT

BOARD MEETING DATE: January 12, 2016

DATE: December 23, 2015
TO: Board of County Commissioners
FROM: John Listinsky, Director of HR/Labor Relations
328-2089, jlistinsky@washoecounty.us
THROUGH: Joey Orduna Hastings, Assistant County Manager
328-2000, jhastings@washoecounty.us
SUBJECT: Recommendation to approve a request for reclassification of a Senior Youth Advisor, pay grade L, to a Shift Supervisor, pay grade N (Juvenile Services) as evaluated by the Job Evaluation Committee. Net annual cost is estimated at \$9,666. (All Commission Districts)

SUMMARY

Recommendation to approve a request for reclassification of a Senior Youth Advisor, pay grade L, to a Shift Supervisor, pay grade N (Juvenile Services) as evaluated by the Job Evaluation Committee. Net annual cost is estimated at \$9,666.

Washoe County Strategic Objective supported by this item: Valued, engaged employee workforce.

PREVIOUS ACTION

Periodically, the Board approves reclassifications as necessary during the fiscal year to support department reorganizations and realignment of resources to improve efficiency and effectiveness.

The Job Evaluation Committee (JEC) meets at least once a month to evaluate new positions and reclassification requests from departments within the County. Appeals and management level requests are sent to the HAY Group for review and evaluation.

On December 8, 2015, the Board approved the reclassification request of a vacant Property Program and Fiscal Control Manager to an Administrative Secretary.

On April 28, 2015 the Board approved both new and reclassification requests submitted and evaluated by the JEC during the FY 15/16 annual budget process.

BACKGROUND

Washoe County Code 5.098 (4) provides that all recommendations made by the Job Evaluation Committee for the creation of a new classification, reclassification, .abolishment of an existing classification, consolidation of classifications, alternation of

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existing classifications, or where there is a fiscal impact, must be forwarded to the Board of County Commissioners for final action.

Reclassification of Existing Positions:

Department	Current Job Class	Recommended Job Classes	Annual Cost
Juvenile Services	Senior Youth Advisor, pay grade L (\$25.35 - \$32.93)	Shift Supervisor, pay grade N (\$28.09 - \$36.52)	\$9,666

Juvenile Services

Reclassifying a Senior Youth Advisor to a Shift Supervisor will provide overall better supervision of the detention center 24/7. The new Shift Supervisor will cover weekends, which are currently staffed (supervised) with Senior Youth Advisors.

FISCAL IMPACT

The overall annual fiscal impact for this reclassification is approximately \$9,666. Juvenile Services will absorb the additional costs within their existing FY 15/16 budget.

RECOMMENDATION

Recommendation to approve a request for reclassification of a Senior Youth Advisor, pay grade L, to a Shift Supervisor, pay grade N (Juvenile Services) as evaluated by the Job Evaluation Committee. Net annual cost is estimated at \$9,666.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

Move to approve the request for reclassification of a Senior Youth Advisor, pay grade L, to a Shift Supervisor, pay grade N (Juvenile Services) as evaluated by the Job Evaluation Committee. Net annual cost is estimated at \$9,666.