



OFFICE OF THE
COUNTY ADMINISTRATOR

Matthew H. Hymel
COUNTY ADMINISTRATOR

Marin County Civic Center
3501 Civic Center Drive
Suite 325
San Rafael, CA 94903
415 473 6358 T
415 473 4104 F
CRS Dial 711
www.marincounty.org/cao

October 21, 2014

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Amendment to Personnel Management Regulation Section 1.2

Dear Board Members:

RECOMMENDATION: Conduct first reading of the Ordinance and set the merit hearing for October 28, 2014

SUMMARY: As the attached ordinance indicates, we recommend amending Personnel Management Regulation (PMR) 1.2 to include the Assistant County Administrator classification. PMR 1.2 designates a limited number of positions that are outside the merit system, including deputies and chief assistants to elected officials and to some department heads. Given the reorganization of the County Administrator's Office, we are proposing to add Assistant County Administrator classification and delete the Chief Assistant County Administrator in PMR 1.2.

Please conduct the first reading today and set the merit hearing for October 28, 2014, at 10:30 a.m. Please let me know if you have any questions or concerns.

Respectfully Submitted,

Matthew H. Hymel
County Administrator