



OFFICE OF THE
COUNTY ADMINISTRATOR

Matthew H. Hymel
COUNTY ADMINISTRATOR

October 28, 2014

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Board of Supervisors
County of Marin
3501 Civic Center Drive
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SUBJECT: Second Reading of Proposed Amendment to Personnel Management Regulation Section 1.2

Dear Board Members:

RECOMMENDATION: Conduct Merit Hearing and Adopt Ordinance

SUMMARY: As the attached ordinance indicates, we recommend amending Personnel Management Regulation (PMR) 1.2 to include the Assistant County Administrator classification. A first reading was conducted on October 21, 2014. It is recommended that your Board conduct a merit hearing to consider adoption of the ordinance at this time, then adopt the ordinance change upon conclusion of this merit hearing pending any comments or discussion among your Board.

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 let me know if you have any questions or concerns.

Respectfully Submitted,

Matthew H. Hymel
County Administrator