



HUMAN RESOURCES DEPARTMENT

MONA MIYASATO
Acting Director

June 23, 2009

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

SUBJECT: Approve the abolishment of obsolete classifications from the County's class plan.

Dear Board Members:

RECOMMENDATION: It is the recommendation of the Department of Human Resources that your Board approve the following, effective June 28, 2009:

1. Abolish the following obsolete classifications from the County's class plan:

Job Class Title	Job Code
Assistant Deputy Director of Cultural & Visitor Services	0235
Building Maintenance Services Assistant	1124
Civic Center Visitor Services Coordinator	0124
Chief of Nursing Services	1001
Chief of Women's Health Services	0939
Child Care Commission Coordinator	0421
Convention & Visitors' Bureau Administrator	1238
Group Counselor I	1282
Group Counselor II	1283
Group Counselor III – Miscellaneous	1303
Drug Court Program Coordinator	0422
Information Services System Support Analyst I	0950
Senior Group Counselor – Miscellaneous	1304
Senior Technology Support Analyst	0940

SUMMARY: As part of the ongoing maintenance of the County's classification plan, the Human Resources Department has determined that certain classifications are obsolete and no longer need to be maintained as part of the County's class plan. In an effort to streamline the processes associated with the maintenance of over 725 County job classifications, it is recommended that your Board approve the abolishment of the above-named classes.

This list of classes being recommended for abolishment includes classifications in the Group Counselor classification series. These specific Group Counselor classes are designated for

employees enrolled in the miscellaneous retirement tiers and are no longer in use. Through attrition, there are no more regular hire employees occupying the miscellaneous classification series and any new employees in the Group Counselor series are hired into the Group Counselor classifications designated for employees enrolled in safety retirement. With the miscellaneous classification series no longer being used by the department for regular hire employees, this classification series can be abolished. This will result in a single Group Counselor classification series.

As the classification review process continues, any additional classes determined to no longer meet the needs of County departments will be presented for abolishment.

FISCAL IMPACT: There is no fiscal impact associated with this requested action.

REVIEWED BY:	()	Auditor Controller	(X)	N/A
	()	County Counsel	(X)	N/A
	(X)	Human Resources	()	N/A

Respectfully submitted,

Reviewed by:



Michael Aycock
Personnel Analyst II



Mona Miyasato
Chief Assistant County Administrator

cc: Robin Barber, Worksite Organizer, SEIU 1021 Nurses
Bob Beaumont, Chief Assistant Director of Public Works, Public Works
Marion Boyd, Deputy Director of Cultural & Visitor Services, Cultural & Visitor Services
Matt Bronson, Principal Administrative Analyst, County Administrator's Office
Art Brook, President, Marin County Management Employees' Association
Lisa Cutten, Employee Benefits Supervisor, Human Resources
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Cindi Dauenhauer, Administrative Services Associate, Cultural & Visitor Services
Trisa Dixon, Administrative Services Associate, Health & Human Services
Dan Eilerman, Principal Administrative Analyst, County Administrator's Office
Jim Farley, Director of Cultural & Visitor Services, Cultural & Visitor Services
Brenda Grayson, Principal Systems Analyst, Project MERIT
Janell Hampton, Administrative Analyst II, County Administrator's Office
Terri Hampton, Deputy Director of Human Resources, Human Resources
Dave Hill, Director of Information Services & Tech, Information Services & Tech
Maureen Lewis, Chief Fiscal Officer – H&HS, Health & Human Services
Farhad Mansourian, Director of Public Works, Public Works
Joe Martinelli, Representative, Teamsters Union, Local 856
Doris McGee-Lundy, Senior Clerk/Typist, Health & Human Services
Larry Meredith, Director of H&HS, Health & Human Services
Misha Miki-Ladner, Senior Personnel Analyst, Project MERIT
Gerry Norton, Principal Personnel Analyst, Human Resources
Liz Paris, Deputy Director of Human Resources, Human Resources *LSR*
Brian Rockwell, Administrative Analyst II, County Administrator's Office