

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 25, 2024

FROM

LUTHER SNOKE, Chief Executive Office, County Administrative Office

SUBJECT

Adoption of an Amendment to Ordinance 1904 Relating to the Update of Positions in the Unclassified Service

RECOMMENDATION(S)

Adopt **Ordinance No. 4472** amending Ordinance No. 1904 by adding three new positions, incorporating a technical title change for one position, and reclassifying four positions, which was introduced on June 11, 2024, Item No. 110:

1. Add the position number for Deputy Public Information Officer (Position No. 57814) to the Unclassified Service of the County.
2. Incorporate a technical title change from Director of Governmental Relations to Director of Government Relations (Position No. 57530).
3. Reclassify the following positions to Executive Administrative Assistant III (Position Nos. 04445, 05903).
4. Reclassify the following positions to Senior Executive Administrative Assistant (Position Nos. 04324, 05570).
5. Add the position number for Chief of Project Management (Position No. 58120) to the Unclassified Service of the County.
6. Add the position number for Land Development Chief (Position No. 58121) to the Unclassified Service of the County.

(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Create, Maintain and Grow Jobs and Economic Value in the County

FINANCIAL IMPACT

The adoption of the ordinance will not result in the use of Discretionary General Funding (Net County Cost). Sufficient appropriation is included in all impacted department budgets for 2024-25 and will be included in future recommended budgets.

BACKGROUND INFORMATION

Ordinance 1904 of San Bernardino County, State of California (Ordinance 1904) describes the positions in Unclassified Service and was introduced to the Board of Supervisors (Board) on June 11, 2024 (Item No. 110). The recommendation before the Board is to adopt the ordinance.

The ordinance amending Ordinance No. 1904 includes adding the position number for Deputy Public Information Officer (Position No. 57814) to the Unclassified Service of the County; incorporating a technical title change from Director of Governmental Relations to Director of

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Government Relations (Position No. 57530); reclassifying positions to Executive Administrative Assistant III (Position Nos. 04445, 05903); reclassifying positions to Senior Executive Administrative Assistant (Position Nos. 04324, 05570); adding the position number for Chief of Project Management (Position No. 58120) to the Unclassified Service of the County; and adding the position number for Land Development Chief (Position No. 58121) to the Unclassified Service of the County.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Chief Assistant County Counsel, 387-5455) on May 24, 2024; Human Resources (Gina King, Assistant Director of Human Resources, 387-5571) on May 25, 2024; County Finance (Abigail Grant, Administrative Analyst, 387-4603) on June 6, 2024; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on June 7, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 25, 2024



cc: File - Budget 2024-25 w/ attachments
JLL 06/25/2024