



# WASHOE COUNTY

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## STAFF REPORT BOARD MEETING DATE: July 14, 2015

**DATE:** June 30, 2015  
**TO:** Board of County Commissioners  
**FROM:** John Listinsky, Director of HR/Labor Relations  
328-2089, [jlistinsky@washoecounty.us](mailto:jlistinsky@washoecounty.us)  
**THROUGH:** Joey Orduna Hastings, Assistant County Manager  
328-2000, [jhastings@washoecounty.us](mailto:jhastings@washoecounty.us)  
**SUBJECT:** Recommendation to approve the reclassification request of a Principal Fiscal Analyst, pay grade S, to a Budget Manager, pay grade U as evaluated by Hay Group. Net annual cost is estimated at \$21,483. (All Commission Districts)

### SUMMARY

Recommendation to approve the reclassification request of a Principal Fiscal Analyst, pay grade S, to a Budget Manager, pay grade U as evaluated by Hay Group. Net annual cost is estimated at \$21,483.

**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 once a month to evaluate new positions and reclassification requests from departments within the County. Appeals and management level requests are sent to Hay Group for review and evaluation.

On June 23, 2015, the Board approved the reclassification of a Building Systems Control Specialist to a Building Operations Project Manager and a Senior Public Services Librarian to an Assistant Library Director.

On June 9, 2015, the Board approved the conversion of the Guardian Case Manager job classification to a flexibly staffed series consisting of a Guardian Case Manager II, I and Trainee, as well as the elimination of several unused or obsolete job classifications.

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.

AGENDA ITEM # 5B

On March 24, 2015, the Board approved reclassifications of an Engineering Services Technician to an Environmental Engineer II (Community Services) and a Licensed Practical Nurse to a Public Health Nurse II (Senior Services).

**BACKGROUND**

Washoe County Code 5.097 (3) provides that any changes in classifications for positions on the management salary schedule and division director positions or the equivalent thereof will be considered by the Board of County Commissioners.

**Reclassification of Existing Positions:**

<b>Department</b>	<b>Current Job Class</b>	<b>Recommended Job Classes</b>	<b>Annual Cost</b>
County Manager	Principal Fiscal Analyst, pay grade S (\$37.92 - \$49.31)	Budget Manager, pay grade U (\$44.17 - \$57.43)	\$21,483

**County Manager/Management Services**

Job duties have evolved to the extent that financial analysis and implementation exceed the level contemplated for the Principal Fiscal Analyst. Additional duties include a lead role in directing bonding on behalf of Washoe County including administration, refinancing and capital improvement financing which has been shifted from the Comptroller's Office. This position also functions as the key fiscal note contact and resource for requests to Washoe County for proposed state and national legislation during session and interim periods.

**FISCAL IMPACT**

The reclassification of the Principal Fiscal Analyst to a Budget Manager will result in an estimated annual cost of \$21,483 which will be absorbed within the County Manager's existing budget.

**RECOMMENDATION**

Recommendation to approve the reclassification request of a Principal Fiscal Analyst, pay grade S, to a Budget Manager, pay grade U as evaluated by Hay Group. Net annual cost is estimated at \$21,483.

**POSSIBLE MOTION**

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

Move to approve the reclassification request of a Principal Fiscal Analyst, pay grade S, to a Budget Manager, pay grade U as evaluated by Hay Group. Net annual cost is estimated at \$21,483.