



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

December 17, 2013

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

Merit Hearing: Second Reading of Proposed Amendment to Personnel Management Regulation Section 1.2

Recommendation: Conduct Merit Hearing and Adopt Ordinance

Overview

As the attached ordinance indicates, we recommend amending Personnel Management Regulation (PMR) 1.2 to include the Chief Assistant County Administrator, Chief Assistant Director of HH&S and Chief Assistant Director of Public Works. A first reading was conducted December 3, 2013. It is recommended that your Board conduct a second reading 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. Currently, these positions are not included PMR 1.2 which includes department heads and one chief deputy or assistant of each elected official. Since all three chief assistant positions fulfill similarly high level positions within the County organization, we recommend that these positions be added to PMR 1.2.

These positions are currently vacant so it would not impact any current employees. This change would not change the current salary for these positions.

Please let me know if you have any questions or concerns.

Respectfully submitted,

Matthew H. Hymel
County Administrator