

**SUPPORT SERVICES COMMITTEE**  
**COUNTY ATTORNEY AGENDA**  
**MARCH 22, 2017**

*Committee Members: Supervisors Vanselow, Frasier, McDevitt, Brock, Seeber, Montesi, Leggett, MacDonald and Hyde*

I. Committee meeting called to order by Chairman

II. Motion to approve the minutes of the prior meeting

III. Action Agenda/New Business Items:

1.) Request to create new position of Second Assistant County Attorney

Rationale: The workload in the County Attorney's office continues to increase as we strive to provide timely responses to both the Board of Supervisors and County Department Heads. Under the current structure with two full-time attorneys, it has become increasingly difficult to provide the level of professional response that is necessary for the efficient operation of the County. The office needs to be structured so that we can provide both adequate and sustainable professional staffing, as well as allow for succession planning.

IV. Referrals/Pending Items:  
None.

V. Discussion Items:  
None.

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to adjourn

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Attachments:  
Resolution Request Form No. 11

# ***RESOLUTION REQUEST FORM NO. 11***

## ***Request to Create New Position***

**DEPARTMENT NAME: COUNTY ATTORNEY**

**DATE: MARCH 22, 2017**

- (a) Title of Requested Position: **2<sup>nd</sup> Assistant County Attorney**
- (b) Annual **Base** Salary (and Grade if Applicable): **Not to exceed \$50,000 annually**
- (c) Effective Date for New Position:\* **May 2017**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: **Position is not included in 2017 Budget**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) **Yes**
- (g) Is this a mandated position? If so, please explain: **No**
- (h) Is there expected revenue from this position? If so, please explain: **No**