

**SUMMARY FOR DELEGATED CLASSIFICATIONS - January, February, March & April, 2012**

<b>DEPARTMENT</b>	<b>ACTION</b>	<b>PROPOSED or CURRENTLY ESTABLISHED CLASS</b>	<b>CLASS AFTER PERSONNEL STUDY</b>
Agricultural Commission	Update job specification	Agricultural Biologist Aide	Agricultural Biologist Aide
Child Support	Reclassify Vacant Position	Investigator Assistant	Child Support Investigator I/II
District Attorney	Reclassify Vacant Position	Records Clerk	Typist Clerk III
Health Services Agency/Human Services Department	Update job specification	Director of Administrative Services	Director of Administrative Services
Health Services Agency	Update job specification	Director of Mental Health	Director of Mental Health
Health Services Agency	New position approved by BOS. Department requested Clinic Physician. Classification study approved Clinic Physician.	Clinic Physician	Clinic Physician
Health Services Agency	New position approved by BOS. Department requested Assistant Director of Laboratory Services. Classification study approved Assistant Director of Laboratory Services.	Assistant Director of Laboratory Services	Assistant Director of Laboratory Services
Health Services Agency	Re-title job classification and update job specification.	Therapist - Physically Disabled	California Children Services - Occupational Therapist
Health Services Agency	Re-title job classification and update job specification.	Therapist - Physically Disabled	California Children Services - Physical Therapist
Health Services Agency	Create new job class	New	Occupational Therapist - Mental Health
Probation	Update job specification	Probation Division Director	Probation Division Director
Public Works	Reclassify vacant position	Senior Accounting Technician	Accountant I/II
Sheriff-Coroner	Reclassify Vacant Position	Typist Clerk III	Administrative Aide
Sheriff-Coroner	Reclassify Vacant Position	Personnel Payroll Clerk	Senior Accounting Technician

**PROVISIONAL REPORT**

**January – March 2012**

<b>Department</b>	<b>Classification</b>	<b>Reason for Filling Position</b>	<b>Type of Appointment</b>
Animal Services Authority	Animal Care Worker	Department operationally needed to fill position to clean and feed the animals impounded at the shelter.	Provisional
Sheriff's Office	Detention Nurse Specialist II	The detention facility operates 24/7 and needs to have adequate staff to provide care/services to the inmates.	Provisional

**Number of Provisional Appointments**

<b>Type of Appointment</b>	<b>January - March 2011</b>	<b>January - March 2012</b>
Provisional	1	2
Provisional Promotion	0	0
Provisional Substitute	0	0
Provisional Substitute Promotion	1	0
Provisional Demotion	0	0
Provisional to Probationary	2	1

Civil Service Rule 130.VI.G: When there are less than five (5) qualified eligibles on any appropriate employment list, the Personnel Director may authorize the provisional appointment of any individual meeting the established standards for the position pending the establishment of an eligible list, but in any event, no such provisional appointment shall continue for longer than the following: a. For department heads – 180 days; b. For other positions – 90 days.