

**PROVISIONAL REPORT
July 2022 – Sept 2022**

Appointment Date	Department	Classification	Reason for Filling Position	Type of Appointment	Recruitment Plan/Status
7/28/22	District Attorney	DA Inspector II	To cover business needs while incumbent is out on extended medical leave.	Provisional Substitute Appointment	Recruitment to be conducted in coming weeks
9/3/22	County Administrative Office	Executive Secretary-CAO	To cover business needs due to vacancy while recruitment takes place	Provisional Promotion Appointment	Recruitment/Selection interviews in progress

Number of Provisional Appointments

Type of Appointment	July - Sept 2021	July - Sept 2022
Provisional	2	0
Provisional Promotion	3	1
Provisional Substitute	1	1
Provisional Substitute Promotion	1	0
Provisional to Probationary	4	2

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 except as noted below under Section 2: Successive provisional appointments shall not be allowed, except that one additional temporary authorization for the same length of time as the original provisional appointment may be authorized by the Personnel Director provided that due diligence was exercised to establish an eligible list, or that other valid reasons exist to justify the extended provisional appointment which do not evade the competitive principles of the merit system. In the event that a provisional appointment is made for a COVID-19 pandemic response assignment (i.e., staffing shelters, public health response, fiscal reimbursement support, recruitment support, logistics, etc.), the appointment may be extended for the duration of the emergency as declared by federal, state, or county government. (Res. 144-2021, 5/25/21)

SUMMARY FOR DELEGATED CLASSIFICATIONS

July - September 2022

Department	Action	Proposed Class (if applicable)	Class After Personnel Study
Health Services Agency	Vacant Reclassification of Clerk III	Office Assistant III	Office Assistant III
Human Services Department	Add two new (Permanent) 1.0 FTE positions	Sr. Social Worker	Sr. Social Worker
Health Services Agency	Add new (Permanent) 1.0 FTE position	Sr. Health Services Manager	Sr. Health Services Manager