

RESOLUTION NO. 2025 - 9048

**APPROVE RESOLUTION TO AMEND FISCAL YEAR 2025-2026 PLUMAS COUNTY
POSITION ALLOCATION FOR THE DISTRICT ATTORNEY, BUDGET UNITS #70301 AND
#20432**

WHEREAS, Plumas County Personnel Rule 5 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, during the fiscal year needs may arise to amend the Position Allocation; and

WHEREAS, the District Attorney Department is requesting to amend their position allocation to flexibly allocate the current Fiscal Officer I/II, or Grant Compliance Officer position to Fiscal Officer I/II, or Grant Compliance Officer **or District Attorney Administrator/ Asst. Public Administrator**, and amending the position allocation for District Attorney Administrator/Asst. Public Administrator OR Paralegal I/II/III OR Legal Services Assistant I/II OR Legal Secretary-Trainee/Legal Secretary/Legal Secretary - Senior to Paralegal I/II/III OR Legal Services Assistant I/II OR Legal Secretary-Trainee/Legal Secretary/Legal Secretary - Senior; and

WHEREAS, this request was brought to the attention of the Interim Human Resources Director who is now requesting approval of this resolution to amend Plumas County's 2025-2026 Position Allocation to flexibly allocate the current .8 FTE Budget Unit 70301 Fiscal Officer I/II, or Grant Compliance Officer position to .8 FTE Fiscal Officer I/II, or Grant Compliance Officer **or District Attorney Administrator/ Asst. Public Administrator**, and the .2 FTE Budget Unit 20432 Fiscal Officer I/II, or Grant Compliance Officer position to .2 FTE Fiscal Officer I/II, or Grant Compliance Officer **or District Attorney Administrator/ Asst. Public Administrator**, and amend the flexible 3 Budget Unit 70301 FTE District Attorney Administrator/Asst. Public Administrator OR Paralegal I/II/III OR Legal Services Assistant I/II OR Legal Secretary-Trainee/Legal Secretary/Legal Secretary - Senior to 3 FTE Paralegal I/II/III OR Legal Services Assistant I/II OR Legal Secretary-Trainee/Legal Secretary/Legal Secretary - Senior.

NOW, THEREFORE BE IT RESOLVED by the County of Plumas Board of Supervisors as follows:

Approve the amendment to Fiscal Year 2025-2026 Position Allocation as follows:

Department #70301	Current FTE	Proposed FTE
Fiscal Officer I/II OR Grant Compliance Officer	.8	0
District Attorney Administrator/ Asst. Public Administrator OR Fiscal Officer I/II OR Grant Compliance Officer	0	.8

<u>Department #20432</u>	<u>Current FTE</u>	<u>Proposed FTE</u>
Fiscal Officer I/II		
OR Grant Compliance Officer	.2	0
 District Attorney Administrator/ Asst. Public Administrator OR Fiscal Officer I/II OR Grant Compliance Officer	 0	 .2
 Department #70301		
District Attorney Administrator/ Asst. Public Administrator OR Paralegal I/II/III Legal Services Assistant I/II OR Legal Secretary-Trainee/Legal Secretary/Legal Secretary - Senior	3	0
 Paralegal I/II/III OR Legal Services Assistant I/II OR Legal Secretary-Trainee/Legal Secretary/Legal Secretary - Senior	0	3

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 5th day of August, 2025, by the following vote:

AYES: Supervisors: Goss, McGowan, Hall, Engel, Ceresola

NOES: Supervisors

ABSENT: Supervisors

ATTEST:


KEVIN GOSS, CHAIR, BOARD OF SUPERVISORS


ALLEN HISKEY, CLERK OF THE BOARD

**Plumas County District Attorney's Office
Organizational Chart
2024-2025**

