RESOLUTION 21 R-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MARION COUNTY, FLORIDA, PROVIDING FOR THE RECLASSIFICATION OF ONE (1) HR RISK ADMIN SUPPORT SPECIALIST, PAY GRADE 15; TO ONE (1) ADMINISTRATIVE STAFF ASSISTANT, PAY GRADE 16, WITHIN THE HUMAN RESOURCES DEPARTMENT AA170513 (75%) AND THE RISK AND BENEFITS SERVICES DEPARTMENT ZK162519 (25%) BUDGETS; ALONG WITH THE CORRESPONDING JOB DESCRIPTIONS AND PAY GRADES AND INCORPORATING THE FOREGOING ACTIONS INTO THE MARION COUNTY CLASSIFICATION PLAN.

WHEREAS, it is required that all changes to the Classification and Pay Plan must be accomplished through Board approval and resolution; and

WHEREAS, the job descriptions and pay grades for the positions of HR Risk Admin Support Specialist and Administrative Staff Assistant are current positions within the Marion County Classification Plan; and

WHEREAS, it is the desire of the Board of County Commissioners of Marion County, Florida, to provide for the reclassification of (1) HR Risk Admin Support Specialist, in order to effectuate the proper and efficient administration of Marion County Human Resources as specifically provided for in this Resolution.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Marion County, Florida, as follows:

Section 1. The reclassification of One (1) HR Risk Admin Support Specialist, Pay Grade 15; to One (1) Administrative Staff Assistant, Pay Grade 16 within the Human Resources Department AA170513 (75%) and the Risk and Benefits Services Department ZK162519 (25%) Budgets; along with the corresponding job description and pay grade, within the Human Resources and Risk and Benefits Services Departments, is hereby approved.

Section 2. And incorporating the foregoing actions into the Marion County classification plan.

Section 3. Effective Date. This resolution shall take effect May 22, 2021.

DULY RESOLVED this 4th Day of May, 2021.

                                                        BOARD OF COUNTY COMMISSIONERS
ATTEST: **MARION COUNTY, FLORIDA**

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GREGORY C. HARRELL, CLERK   **JEFF GOLD, CHAIRMAN**