To: The Honorable Chair and Members of the Unified Personnel Board

From: Holly J. Schoenherr, Director of Human Resources

Date: March 1, 2019

Subject: Reclassification of Position in Human Resources

Recommendation:

It is recommended that the members of the Unified Personnel Board approve the following position reclassification in the Human Resources Department, effective March 17, 2019:

<table>
<thead>
<tr>
<th>Position #</th>
<th>Current Title and Pay Grade</th>
<th>New Title and Pay Grade</th>
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</thead>
<tbody>
<tr>
<td>HRD/C35</td>
<td>Human Resources Technician C20</td>
<td>Human Resources Specialist C22</td>
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This action by the Board is necessary since the Human Resources Director’s delegated authority does not apply to actions within the Human Resources Department.

Background:

Evergreen Solutions re-evaluated a Human Resources Technician position during the secondary review process and determined that the position should be reclassified to a Human Resources Specialist.