



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Vice-Chair

Angela Curro
District No. 4
Chair

Bea Gonzales
District No. 5

Item Number: 1.13

MEETING DATE: 11/26/2024

DEPARTMENT: HUMAN RESOURCES

AGENDA ITEM PREPARER: Rose Justo

DEPT HEAD/DIRECTOR: Henie Ring

SUBJECT:

HUMAN RESOURCES - H. RING, DEPUTY COUNTY ADMINISTRATIVE OFFICER

Approve the revised Accounting Manager job specification to ensure the duties are aligned with the needs of all County departments.

SBC FILE NO.: 630

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

The Accounting Manager classification was initially designed to meet the needs of the Auditor's office, limiting its application to that department only. Human Resources has since updated the specification to include language that aligns with the needs of all departments County-wide, thereby supporting the overall operational efficiency of the County.

The Accounting Manager is a Confidential Management position, therefore no meet and confer is necessary.

This is an update to the job specification only. No changes were made to the current salary.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

N/A

CONTRACT NEEDED FOR THIS ITEM:

N/A

RFP AND BID HISTORY:

N/A

LAST CONTRACT AMOUNT OR N/A:

N/A

CONTRACT HISTORY (Describe all amendments and previous contracts):

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

BUDGETED:

N/A

BUDGET ADJUSTMENT NEEDED:

N/A

SOURCE OF FUNDING:

N/A

UNFUNDED MANDATE:

N/A

SBC BUDGET LINE ITEM NUMBER:

N/A

CURRENT FY COST:

N/A

STAFF RECOMMENDATION:

Approve the revised Accounting Manager job specification.

ATTACHMENTS:

[Accounting Manager](#)