



Amend SACOG Classification Plan and Salary Schedule – Addition of Accountant I Position Consent

Consent

Author: Rene Handy

Attachments: Yes

Referring Committee: Policy & Innovation

Issue:

Consideration of an amendment to SACOG's Classification Plan and salary schedule to add an Accountant I position.

Request:

Approve

Recommendation for Board:

The Policy & Innovation Committee unanimously recommended that the board approve an amendment to the Classification Plan to add the classification of Accountant I, retitle the current Accountant classification as Accountant II, and amend the salary schedule to include the new classification effective December 1, 2024.

Recommendation for Committee:

That the Policy and Innovation Committee recommend that the board approve an amendment to the Classification Plan to add the classification of Accountant I, retitle the current Accountant classification as Accountant II, and amend the salary schedule to include this new classification effective December 1, 2024.

Background:

In October 2015, the SACOG Board of Directors adopted the current Classification Plan, which included two accountant series positions: an Accounting Specialist and an Accountant. In December 2018, the board amended the Classification Plan to include a Senior Accountant position, providing necessary support for the agency's complex financial functions. After internal analysis of the skills needed for current accounting functions, we have identified a gap between the Accounting Specialist and Accountant positions, resulting in some intermediate functions falling on Accountants that are outside of the job duties of Accounting Specialists.

Discussion/Analysis:

We propose adding an Accountant I classification effective December 1, 2024, to better meet the operational and developmental needs of the accounting team. Amending the Classification Plan to include this position will provide valuable support to the current accounting staff and offer a structured pathway for career advancement, ensuring a supported and capable team to manage SACOG's financial responsibilities. Along

with this amendment, we also propose retitling the current Accountant classification as Accountant II.

Fiscal Impact/Grant Information:

Included in the Overall Work Program/Budget

List of Attachments:

Attachment A - Accountant I Classification

Attachment B - Salary Schedule