

RESOLUTION NO. 19-138

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON,  
CALIFORNIA, AMENDING THE CLASSIFICATION PLAN,  
RESOLUTION NO. 77-111, BY ADOPTING A REVISED JOB  
CLASSIFICATION SPECIFICATION FOR NETWORK  
ADMINISTRATOR

**WHEREAS**, the Meyers-Milias-Brown Act (the MMBA) (Government Code § 3500 et seq.) imposes on public employers and recognized employee organizations a "mutual obligation" to meet and confer regarding wages, hours, and other terms and conditions of employment, and thereby freely exchange information, opinions, and proposals to reach an agreement on matters within the scope of representation; and

**WHEREAS**, the Director of Human Resources and Risk Management is authorized and directed under provisions of Sections 2797.1 and 2797.3 of the Carson Municipal Code to prepare and recommend position classification and compensation plans, after consultation with the affected Directors, which becomes effective upon approval by the City Council; and

**WHEREAS**, Rule III of the City of Carson Personnel Rules provides that modification to the classification plan, embodied in Resolution No. 77-111, shall be made only after the Director of Human Resources and Risk Management consults with the affected Directors and affected recognized employee organizations; and

**WHEREAS**, the City of Carson desires to update the existing classification specification of **EXECUTIVE ASSISTANT** to provide a current and accurate description of the various duties performed by said position; and

**WHEREAS**, the Director of Human Resources and Risk Management has consulted with the affected parties, and has met and conferred with the representatives of the affected recognized employee organizations pursuant to its obligations under the MMBA, concerning the revised classification specification for the **NETWORK ADMINISTRATOR**.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:**

**Section 1.** The above recitals are true and correct.

**Section 2.** The revised classification specification for **NETWORK ADMINISTRATOR**, attached hereto as Exhibit A, assigned to the Carson Professionals and Supervisors Association (CPSA), is hereby adopted.

**Section 3.** The City Clerk shall certify to the adoption of this resolution and deem it effective as of July 2, 2019, the same shall be in force and effect.

**PASSED, APPROVED and ADOPTED** this 2<sup>nd</sup> day of July, 2019.

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**MAYOR ALBERT ROBLES**

**ATTEST:**

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**CITY CLERK DONESIA GAUSE**

**APPROVED AS TO FORM:**

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**CITY ATTORNEY**

STATE OF CALIFORNIA       )  
COUNTY OF LOS ANGELES   ) ss.  
CITY OF CARSON               )

I, Donesia Gause, City Clerk of the City of Carson, California, do hereby certify that the whole number of members is five; that the foregoing resolution, being Resolution No. 19-138 was duly and regularly adopted by said City at a regular meeting duly and regularly held on the 2<sup>nd</sup> day of July 2019, and that the same was passed and adopted by the following vote:

**AYES: COUNCIL MEMBERS:**

**NOES: COUNCIL MEMBERS:**

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

By: \_\_\_\_\_  
City Clerk