



# CITY OF CARSON

## Legislation Text

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File #: 2020-810, Version: 1

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### Report to Mayor and City Council

Tuesday, December 01, 2020

Consent

#### **SUBJECT:**

**CONSIDERATION OF RESOLUTION NO. 20-183, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING REVISED JOB CLASSIFICATION SPECIFICATIONS FOR SENIOR SERVICES COORDINATOR AND A TITLE CHANGE TO SOCIAL SERVICES COORDINATOR (CITY COUNCIL)**

#### **I. SUMMARY**

When vacancies occur, they preset staff with the ideal time to enhance job specs to reflect current needs based upon industry trends, community needs, technological advancements and business evolution. At this time, staff is presenting this updated Senior Services Coordinator job specs with a title change to Social Services Coordinator to reflect current City needs.

#### **II. RECOMMENDATION**

1. WAIVE further reading and ADOPT Resolution No. 20-183, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING REVISED JOB CLASSIFICATION SPECIFICATIONS FOR SENIOR SERVICES COORDINATOR AND A TITLE CHANGE TO SOCIAL SERVICES COORDINATOR."

#### **III. ALTERNATIVES**

TAKE any action deemed necessary.

#### **IV. BACKGROUND**

This vacancy exists as a result of an internal promotion within the Division. The Human

Services Department is responsible for creating programming that is safe and appropriate for our City residents. They have provided feedback that the duties are broader and include working with a variety of people, not just seniors. Social Services more accurately reflects the duties of this position, as it may include Stroke Center, Special Interest Classes, Cultural Arts programs, and more. Staff completed the Meet & Confer with AFSCME 809 on November 25, 2020 and both parties are in agreement on the proposed Social Services Coordinator job spec.

## **V. FISCAL IMPACT**

There is no impact to the General Fund.

## **VI. EXHIBITS**

1. Resolution No. 20-183 and Social Services Coordinator job spec (pgs 3-7)
2. Senior Services Coordinator Job Spec (red-lined) (pgs. 8-10)

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