

City and County of San Francisco



Department of Human Resources

Gavin Newsom
Mayor

Micki Callahan
Human Resources Director

**NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR**

Date September 18, 2008

Re: **Notice of Proposed Classification Actions – MCCP Final Notice No. 10 FY 2008/2009 (copy attached)**

In the absence of requests to meet addressed to the Human Resources Director, the classification actions contained in the above referenced notice became effective September 18, 2008.

Micki Callahan
Human Resources Director

by:

A handwritten signature in black ink, appearing to read "Kerry Ko", written over a horizontal line.

Kerry Ko
Deputy Director
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
John Leon, DHR
Linda Cosico, DHR
Micki Callahan, DHR
Steve Ponder, ERD
Christina Fong, ERD
Rich David, ERD
Carmela Villasica, ERD
Anita Sanchez, CSC
Harvey Rose, Budget Analyst
Tinhha Luong, CON
Ron Bladow, MTA
Johnny Zabala, CON
RAS Team Leader(s)
DHR Support Services
File



NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY THE HUMAN RESOURCES DIRECTOR

The following actions are being posted in accordance with Rule 109. In the absence of requests to meet addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

ALLOCATE THE FOLLOWING POSITION(S):

Notice No: 10
Fiscal Year: 2008/2009
Posting Date: 9/11/2008

ITEM #	DEPT/ DIVISION	# OF POSITIONS	BUDGETED CLASS/ SALARY GRADE	PROPOSED CLASS
1	DPH	1	0931 Manager III \$3,618.00 B \$4,617.00	0931 Manager III \$3,618.00 B \$4,617.00

Working Title: *Workforce Development Manager*

Reporting relationships of subject position(s):

MCCP File Number: 81-193

Reports To: *0932 Manager IV*

Supervises:
2 1244 Senior Personnel Analyst
1 1446 Secretary II
1 1844 Senior Management Assistant

Other Job Codes Considered:

Position Summary:

The Workforce Development Manager is responsible for coordinating labor relations for DPH's Laguna Honda Hospital (LHH), currently 1500+ employees, as well as the management of new projects and labor issues necessary to LHH's successful transition of its staff to the new LHH campus, infrastructure and resident care model.

For additional information regarding the above proposed action, please contact Cathy Abela at (415) 557-4933.

Request to meet on an item should be addressed to the Human Resources Director, 44 Gough Street, San Francisco, CA 94103. All requests must be received in writing no later than close of business seven (7) calendar days from the posting date. FAX'd copies will be accepted as timely with original to follow. Copies of this notice may be obtained from the Information Center, 1st floor, 44 Gough Street.

Appeal procedures for affected employees, the Municipal Executives' Association and the International Federation of Professional and Technical Engineers, Local 21, AFL-CIO are in accordance with separate agreements.

cc: All Employee Organizations
All Departmental Personnel Officers
Regina Tharayil, MTA
Anita Sanchez, CSC
Harvey Rose, Budget Analyst
Carmela Villasica, ERD

Linda Cosico, HRD
Tinhha Luong, PPSD

Chistina Fong, ERD
MSS Team Leaders
HRD Support Services

MSS File
MCCP File