

**Monday, January 4, 2016
10:00 a.m.**

ADMINISTRATIVE COMMITTEE
(Supervisors Oneto and Plasse)

AGENDA

Amador County Administration Center
Conference Room C
810 Court Street
Jackson, California

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the Clerk of the Board staff, at (209) 223-6470 or (209) 257-0619 (fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting.

Closed Session items may be heard at times other than posted, dependent upon progression of other agenda items.

AGENDA: Off-agenda items must be approved by the Committee pursuant to Section 5496.5 of the California Government Code.

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only; no action to be taken. Any person(s) may address the Committee upon any subject within the jurisdiction of the Committee; however, any matter that requires action may be referred to staff for a report and recommendation for possible consideration at subsequent Committee meeting(s). Please note - there is a three (3) minute limit per person.

BUDGET MATTERS

1. **None**

MISCELLANEOUS MATTERS

2. **Behavioral Health Department:** Review and possible recommendation relative to a request to revise job description specifications for the Mental Health Services Act Coordinator position for the subject Department to add a substitution pattern of two additional years of specific budget/contract and administrative experience for the college requirement.
3. **Department of Social Services:** Review and possible recommendation relative to a request to hire a Finance Assistant I/II in the Conservator's Office.