

RESOLUTION NO. 26041

**RESOLUTION OF THE
COUNTY OF VENTURA BOARD OF SUPERVISORS
CONCERNING CLASSIFICATIONS AND SALARY RANGES
PURSUANT TO SECTION 908 OF THE COUNTY PERSONNEL
RULES AND REGULATIONS**

WHEREAS Section 908 of the Ventura County Personnel Rules and Regulation provides that the establishment of new classification titles and salary ranges shall be approved by the Board of Supervisors; and.

WHEREAS, this Board desires to take actions concerning salary ranges pursuant to Section 908 of the County of Ventura Personnel Rules and Regulations;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ADOPTED AS FOLLOWS:

1. In accordance with Section 908 of the Ventura County Personnel Rules and Regulations:
 - a. Amending the job titles of the following nine (9) classifications effective May 24, 2026. The job titles of all current incumbents in the affected classifications will be amended to match the new job titles:

Job Code	Classification	FLSA	Union Code	Compensation Frequency	Salary Range
1350	Fr: Office Assistant III-C To: Office Assistant-C	N	MCC	Hourly	\$25.581445 - \$35.817536
1354	Fr: Office Assistant IV-C To: Senior Office Assistant-C	N	MCC	Hourly	\$27.398555 - \$38.361740
1337	Fr: Management Assistant III-C To: Management Assistant-C	N	MCC	Hourly	\$30.671310 - \$42.944047
1338	Fr: Management Assistant IV-C To: Senior Management Assistant-C	N	MCC	Hourly	\$32.795135 - \$45.917691
1340	Fr: Legal Management Assistant III-C To: Legal Management Assistant-C	N	MCC	Hourly	\$31.975970 - \$44.766359

Job Code	Classification	FLSA	Union Code	Compensation Frequency	Salary Range
1341	Fr: Legal Management Assistant IV-C To: Senior Legal Management Assistant-C	N	MCC	Hourly	\$35.813078 - \$50.138307
911	Fr: Accountant II-MB To: Accountant-MB	N	MB4	Hourly	\$36.634040 - \$51.287660
922	Fr: Finance Analyst II To: Finance Analyst	P	MB4	Salary	\$90,054.75 - \$126,076.64
947	Fr: Manager, Accounting II To: Manager, Accounting	P	MB3	Salary	\$114,644.40 - \$160,502.17

- b. Deleting the following nine (9) classifications effective May 24, 2026, and reclassifying as determined by the County Human Resources Director, the incumbents in the affected classification to the new classification structure proposed in recommendation 1.a:

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
1348	Office Assistant I-C	N	MCC	Hourly	\$21.735000 - \$28.535076
1349	Office Assistant II-C	N	MCC	Hourly	\$22.314579 - \$31.243472
1334	Management Assistant I-C	N	MCC	Hourly	\$25.581445 - \$35.814023
1336	Management Assistant II-C	N	MCC	Hourly	\$28.610733 - \$40.055026
1318	Legal Management Assistant I-C	N	MCC	Hourly	\$25.475134 - \$35.665186
1319	Legal Management Assistant II-C	N	MCC	Hourly	\$28.543285 - \$39.960600
910	Accountant I-MB	N	MB4	Hourly	\$32.970643 - \$46.158899
921	Finance Analyst I	N	MB4	Hourly	\$38.965997 - \$53.285967
946	Manager, Accounting I	P	MB3	Salary	\$103,179.96 - \$144,451.95

- c. Adjustment to the salary ranges of thirteen (13) classifications effective May 24, 2026:


Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
1350	Office Assistant-C	N	MCC	Hourly	Fr: \$25.581445 - \$35.817536 To: \$25.000000 - \$38.556000
1354	Senior Office Assistant-C	N	MCC	Hourly	Fr: \$27.398555 - \$38.361740 To: \$27.398555 - \$41.443500
1337	Management Assistant-C	N	MCC	Hourly	Fr: \$30.671310 - \$42.944047 To: \$31.744806 - \$44.447089
1338	Senior Management Assistant-C	N	MCC	Hourly	Fr: \$32.795135 - \$45.917691 To: \$32.795135 - \$48.006000
1340	Legal Management Assistant-C	N	MCC	Hourly	Fr: \$31.975970 - \$44.766359 To: \$34.601838 - \$47.780620
1341	Senior Legal Management Assistant-C	N	MCC	Hourly	Fr: \$35.813078 - \$50.138307 To: \$35.746697 - \$52.326540
796	Accounting Technician-C	N	MCC	Hourly	Fr: \$28.629187 - \$40.080855 To: \$33.084400 - \$46.320300
797	Senior Accounting Technician-C	N	MCC	Hourly	Fr: \$30.776373 - \$43.086924 To: \$35.502600 - \$48.727800

Job Code	Classification	FLSA Status	Union Code	Compensation Frequency	Salary Range
911	Accountant-MB	N	MB4	Hourly	Fr: \$36,634.04 - \$51,287.66 To: \$38,990.80 - \$60,931.00
912	Senior Accountant-MB	P	MB4	Salaried	Fr: \$83,818.70 - \$117,346.18 To: \$99,122.10 - \$139,419.35
913	Principal Accountant-MB	P	MB4	Salaried	Fr: \$96,391.51 - \$134,948.10 To: \$104,166.40 - \$156,927.83
922	Finance Analyst	P	MB4	Salaried	Fr: \$90,054.75 - \$126,076.64 To: \$96,907.20 - \$142,661.66
923	Senior Finance Analyst	P	MB4	Salaried	Fr: \$99,060.23 - \$138,684.31 To: \$113,834.15 - \$160,112.41

- d. Excluding the classifications of Office Assistant-C, Senior Office Assistant-C, Management Assistant-C, Senior Management Assistant-C, Legal Management Assistant-C, Senior Legal Management Assistant-C, Accounting Technician-C, Senior Accounting Technician-C, Accountant-MB, Senior Accountant-MB, Principal Accountant-MB, Finance Analyst, and Senior Finance Analyst from the three and one-half percent (3.5%) general salary increase scheduled for December 20, 2026, pursuant to Resolution No. 25-148.


- e. Authorize an increase to the salaries of the incumbents in the classifications listed in the Resolution for recommendation 1.c to an amount equal to the percent increase to the range, not to exceed seven and one-half percent (7.5%) for the classifications of Office Assistant-C, Senior Office Assistant-C, Management Assistant-C, Senior Management Assistant-C, Legal Management Assistant-C, and Senior Legal Management Assistant-C; and fifteen percent (15%) for the classifications of Accounting Technician-C, Senior Accounting Technician-C, Accountant-MB, Senior Accountant-MB, Principal Accountant-MB, Finance Analyst, and Senior Finance Analyst. Incumbents in the classification of Manager, Accounting will not be eligible for increases resulting from the collapsing of the Manager, Accounting I-II series unless required to bring the incumbent to the new minimum and will remain eligible for the three and one-half percent (3.5%) general salary increase scheduled for December 20, 2026, pursuant to Resolution No. 25-148. Authorize appointing authorities to conduct "out-of-cycle" abbreviated performance evaluations for salary increases up to the amount equal to the percent increase to the top of the pay range. The salary increases will result in the employee's merit cycle being reset to two thousand eighty (2080) hours, except for incumbents in the classification of Manager, Accounting or Senior, Manager Accounting.

Upon motion of Supervisor Long, seconded by Supervisor Lopez, the foregoing resolution was adopted on this 19th day of May 2026.



Jeff Gorell
Chair, Board of Supervisors
County of Ventura

ATTEST: DR. SEVET JOHNSON
Clerk of the Board of Supervisors,
County of Ventura, State of California

By: 

Deputy Clerk of the Board

