



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Human Resources
Department No.: 064
For Agenda Of: January 25, 2022
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Maria Elena De Guevara, Human Resources Director, 568-2816
Director(s)
Contact Info: Erin Jeffery, Employment and Workforce Planning Division
Chief, 568-2808
SUBJECT: Establish Job Classification of Veterinarian

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- A. Adopt the resolution in Attachment A to establish the classification of Veterinarian (Class #7600, Range #7600, \$56.549 - \$68.736 per hour) and an extra-help-specific Veterinarian job classification (Class #8633, Range #8633, \$56.549 - \$68.736 per hour), and
- B. Determine that the above actions are exempt from California Environmental Quality Act (CEQA) review per CEQA Guidelines Section 15378(b)(4) since the recommended actions are government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

The recommended actions would establish the job classification of Veterinarian for the Shelter Medicine Program within Animal Services in the Public Health Department, as well as a corresponding extra-help-specific Veterinarian job classification. Currently, a part-time independent contract veterinarian supervises the Shelter Medicine Program, and two regular, full-time Registered Veterinary Technicians staff the program. In addition, a cadre of independent contractor veterinarians are used to provide services and meet state shelter medical requirements, such as medication licensing. The new job

classification will elevate the level of veterinary care that is provided, enhancing Animal Services’ image and reputation within our community, and allow Animal Services to expand lifesaving programs. In addition, this new job classification will provide continuity of program supervision and veterinary care for the animals in the shelter, and reduce Animal Services’ reliance on the use of part-time, independent contractor veterinarians.

In accordance with the Employer-Employee Relations Policy, all recognized employee organizations were notified of our intent to assign the position to Bargaining Unit 25 (Administrative, Technical, Office & Health Service, Supervisory), represented by SEIU, Local 620, and there were no objections. The County met and conferred with the Union and the parties agreed on the proposed salary, which is based on the median paid by other agencies.

Background:

This new classification will be responsible for providing veterinary medical and surgical services for a variety of animals in Santa Barbara County shelters. This classification is responsible for developing veterinary policies and procedures, overseeing, evaluating and ensuring the quality of animal medical services, managing all aspects of a comprehensive shelter medicine program, and for supervising the work of veterinary medical staff, both professional and non-professional, in animal health or euthanasia procedures. This is a supervisory position that exercises direct supervision over Shelter Medicine staff, including administrative support staff, licensed veterinarians and technicians, and unlicensed staff and volunteers. The transition of supervision for the Shelter Medicine Program from a part-time independent contract veterinarian to a regular, full-time Veterinarian will ensure continuity of veterinary care and treatments, enhance program supervision, increase life-saving capacity and enhance the professional delivery of services to our community.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Other: Reduced contract Vets	\$ 38,300.00	\$ 145,500.00	
Other: Designation	\$ 15,700.00	\$ 70,400.00	
Total	\$ 54,000.00	\$ 215,900.00	\$ -

Narrative: Adopting the resolution to establish an ordinance Veterinarian position will be budget neutral for FY 2021-2022. The ongoing cost for the position is anticipated to be \$215,900. Your Board set aside \$188,200 in one-time funds in FY 2020-2021 to assist with funding the position. The funding is currently held in designation by the CEO’s office and \$15,700 is budgeted to be used in the current year. Once an ordinance Veterinarian is successfully recruited and hired, which is projected to be the beginning of April, 2022, the use of independent contract veterinarians will be reduced and is anticipated to fund the remainder of the position.

The \$188,200 one-time designation is estimated to last from ~April 2022 to December 2024, or almost three years. Currently, Animal Services has contracted with MGT, Inc to calculate consumer fees and full cost of services to contract cities. This ordinance Veterinarian position will be included in the calculations and will help fund any future increases.

Staffing Impacts:

There are no staffing impacts associated with adding the classification by itself. It is expected that one (1) existing legal position in the Public Health Department will be re-allocated to this classification via a mid-year position allocation change, which will be reviewed by your Board as part of the FY 2022-23 Budget per Resolution 99-486.

Special Instructions:

Please email one (1) copy of the minute order and one (1) copy of the fully executed Salary Resolution to Tracy Rogers, Workforce Planning Analyst, Human Resources Department at trogers@countyofsb.org.

Attachments:

Attachment A: Salary Resolution

Attachment B: Proposed Class Specification for Veterinarian

Authored by:

Stefan Brewer, Interim Workforce Planning Manager, Human Resources Department

cc:

Mona Miyasato, County Executive Officer

Terri Maus-Nisich, Assistant County Executive Officer

Van Do-Reynoso, Director, Public Health Department