

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



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

**Agenda Number:**  
**Prepared on:** 9/2/05  
**Department Name:** Human Resources  
**Department No.:** 064  
**Agenda Date:** 9/13/05  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors  
**FROM:** Susan Paul, Human Resources Director  
**STAFF CONTACT:** Theresa Duer, Deputy Human Resources Director  
568-2822  
**SUBJECT:** Establishing Job Classification and Allocating Positions

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## **Recommendation(s):**

That the Board of Supervisors:  
Adopt one resolution, effective September 12, 2005, as follows:

### Establish Job Classification

Assistant Retirement Administrator (Class 6646), Range 6894 (\$7,554–\$9,222 per month)

### Retirement (#0431)

Add: 1.0 FTE Assistant Retirement Administrator (Class 6646)

Delete: 1.0 FTE Account Technician (Class 0157), Range 4896 (\$2,789-\$3,404 per month)

Add: 1.0 FTE Accountant I/II (Class 0014/0015), Ranges 5336/5496 (\$3,473-\$4,240/  
\$3,762-\$4,592 per month)

## **Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 3. A Strong, Professionally Managed County Organization.

## **Executive Summary and Discussion:**

Per Government Code 31522.1 and 31522.3, the Santa Barbara County Employee's Retirement System Board of Retirement has plenary authority to establish job classifications and salary compensation for employees hired by the Retirement Board. On August 10, 2005 the SBCERS Board of Retirement approved these classification and compensation actions. This request for Board of Supervisor's approval is the mechanism required to include these classification and compensation actions in the County of Santa Barbara's salary resolution.

**Mandates and Service Levels:**

No change.

**Fiscal and Facilities Impacts:**

The increased costs from these actions will be paid from the SBCERS budget per government Code Section 31580.2. There will be no direct impact to the general fund as a result of these actions. However, the new position allocations will increase the budgeted salaries for the SBCERS by approximately \$80,127 this fiscal year and approximately \$120,696 per year thereafter.

**Special Instructions:**

Please send one copy of the approved resolution to Sandra Viola, Human Resources Department.

CC: County Executive Office  
Retirement Administrator  
SEIU, Local 620

**RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

IN THE MATTER OF AMENDING RESOLUTION )  
 NO. 04-190, AS AMENDED, BEING THE SALARY ) RESOLUTION NO. \_\_\_\_\_  
RESOLUTION OF THE COUNTY OF SANTA BARBARA )

WHEREAS, Salary Resolution No. 04-190 established a Classification Plan, and authorized Departmental Position Allocation effective July 5, 2004; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 04-190, as amended, in the manner provided in this Resolution;

NOW, THEREFORE, IT IS HEREBY RESOLVED, as follows:

1. Resolution No. 04-190, adopted by this Board on July 6, 2004, is hereby amended by amending that (those) portion(s) of Section(s) 2 and 4 to read as follows effective September 12, 2005:

**SECTION 2. Job Classification Table**

<u>JOB CLASS</u>	<u>TITLE</u>	<u>SALARY RANGE</u>	<u>LIMIT</u>	<u>RATE MIN/MAX</u>	<u>OT ELIGIBLE</u>
<u>Establish:</u> 006646	ASST RETIREMENT ADMIN	6894	A-E	\$43.431-\$53.02	NO

**SECTION 4. Departmental Position Allocation**

<u>DEPARTMENT/BUDGET UNIT</u>	<u>CLASS</u>	<u>P/T</u>	<u>NO. OF POSITIONS</u>	<u>TITLE</u>
<u>RETIREMENT (#0431)</u>				
Add 1 new	006646		001	ASST RETIREMENT ADMIN
Delete #9862	000157		002	ACCOUNT TECHNICIAN
Add 1 new	000014 000015		001	ACCOUNTANT I OR ACCOUNTANT II

2. Except as amended by this Resolution, Resolution No. 04-190 as amended, continues unchanged as in full force and effect.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this \_\_\_\_\_ day of \_\_\_\_\_, 2005, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:  
MICHAEL F. BROWN  
CLERK OF THE BOARD

APPROVED AS TO FORM:  
STEPHEN SHANE STARK  
COUNTY COUNSEL  
NOVEMBER 1993  
9/13/05

By: \_\_\_\_\_ (SEAL)  
Deputy Clerk