

**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: 4/19/05
Department Name: Human Resources
Department No.: 064
Agenda Date: 5/3/05
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Susan Paul, Human Resources Director
STAFF CONTACT: Theresa Duer, Deputy Human Resources Director
568-2822
SUBJECT: Reconciliation of Allocated Positions and Classification Studies

Recommendation(s):

That the Board of Supervisors:
Adopt one resolution, effective April 25, 2005, as follows:

- A. SALARY INCREASE
Assistant Alcohol, Drug and Mental Health Services Director–Administration (Class 5163), from Range 6694 (\$6,837-\$8,346 per month) to Range 6894 (\$7,554 - \$9,222 per month).
- B. ESTABLISH JOB CLASSIFICATION
Children and Family Services Director (Class 1535), Range 6694 (\$6,837-\$8,346 per month).
- DELETE JOB CLASSIFICATION
Project Manager-Children and Families First (Class 6073), Range 6504 (\$6,219-\$7,592 per month).
- NON-DEPARTMENTAL/PROP 10 (#0110)
Add: 1.0 FTE Children and Family Services Director (Class 1535)
Delete: 1.0 FTE Project Manager-Children and Families First (Class 6073)
- C. DELETE JOB CLASSIFICATION
Hydrogeological Associate (Class 4095), Range 5958 (\$4,736-\$5,782 per month)

Alignment with Board Strategic Plan:

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

A. Executive Summary and Discussion:

This recommendation would compensate the assistant department head for administration the same as the licensed Assistant ADMH Director- Programs classification. This change also places the Assistant ADMH Director–Administration salary at the same range as the assistant department head for administration in the District Attorney’s office and the assistant department heads in Probation and Social Services.

Fiscal Impact:

The fiscal impact is approximately \$13,668 per year. The ADMHS Department will absorb these increases within its budget.

B. Executive Summary and Discussion:

This recommendation establishes a single-position executive classification to manage the one-stop child and family services created when the Office of Early Care and Education was moved into the Children and Families Services unit in the County Executive Office. The Human Resources Department and the County Executive Officer are recommending that the salary be set at Range 6694 (\$6,837-\$8,346 per month) based on internal relationships. The Human Resources Department and County Executive Officer are also recommending that this class be assigned to bargaining unit 42 (assistant department head) in recognition of its relationship to the Children and Families Commission. The obsolete classification of Project Manager–Children and Families First will also be deleted.

Fiscal Impact:

The fiscal impact is approximately \$11,760 per year. The County Executive Office will absorb this increase within its budget.

C. Executive Summary and Discussion:

This recommendation deletes a job classification that is no longer being used.

Fiscal Impact:

None.

Special Instructions:

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

CC: County Administrator
ADMHS Director

**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 OF THE COUNTY OF SANTA BARBARA)**

RESOLUTION NO. _____

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 April 25, 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>Change:</u> 005163	ASST ADMHS DIR-ADMIN	6894	A-E	\$43.431-\$53.020	NO
<u>Establish:</u> 001535	CHILDREN & FAMILY SVCS DIR	6694	A-E	\$39.307-\$47.987	NO
<u>Delete:</u> 006073	PM CHILD & FAMILIES FIRST	6504	A-E	\$35.754-\$43.648	NO
004095	HYDROGEOLOGICAL ASSOCIATE	5958	A-E	\$27.230-\$33.242	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>Non-Departmental/Prop 10 (#0110)</u>				
Delete #3805	006073		000	PM CHILD & FAMILIES FIRST
Add 1 new	001535		001	CHILDREN & FAMILY SVCS DIR

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
4/26/05

By: _____ (SEAL)
Deputy Clerk