



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: CEO
Department No.: 012
For Agenda Of: November 6, 2018
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department: Mona Miyasato, County Executive Officer
Director(s)
Contact Info: Dennis Bozanich, Deputy County Executive Officer

SUBJECT: Establishment of One Cable TV Staff Assistant position within the County Executive Office

County Counsel Concurrence

As to form: Yes

Other Concurrence: Human Resources

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Adopt the resolution in Attachment A, which allocates to the County Executive Office a 1.0 FTE Cable TV Staff Assistant, as of November 19, 2018; and
- b) Determines that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in potential physical impacts on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(4) of the CEQA guidelines.

Summary Text:

County television (CSB-TV) provides a vital communication link between the County of Santa Barbara and residents during emergencies and public meetings. Adding a Cable TV Staff Assistant position to regular status will result in increased capacity to cover meetings and emergency related programming on Channel 20. This will result in eliminating the use of the current Extra Help position.

Background:

During the past several years, Channel 20 has increased the coverage of county meetings including Board of Supervisors, County Planning Commission, LAFCO and SBCAG meetings. Additionally, Channel 20 has been a key conduit of information during the unprecedented number of disasters we have suffered. Currently, CSB-TV has one manager and one Extra Help staff person that is now regularly working 70-80 hours a pay period. This action today will create a regular full time position to provide the technical support to broadcast the County’s public meetings and deliver emergency information. This action will result in eliminating the routine need for extra help hours.

Performance Measure:

NA

Contract Renewals and Performance Outcomes:

NA

Fiscal and Facilities Impacts:

Budgeted: No

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	\$ 45,000.00	\$ 90,000.00	
State			
Federal			
Fees			
Other:			
Total	\$ 45,000.00	\$ 90,000.00	\$ -

Narrative: The incremental cost incurred during the current fiscal year will be absorbed within the department’s existing appropriations. Ongoing costs will be included as a part of the CEOs FY 2019-20 Recommended Budget.

Key Contract Risks:

NA

Staffing Impacts:

Legal Positions:

1.0

FTEs:

1.0

Adding one legal position and 1.0 FTE will reduce the use of the current extra-help position performing these duties by transferring those duties to a regular, full-time employee in the new legal position, reducing the demand for extra-help hours.

Special Instructions:

Please return one copy of the approved and signed Resolution, as well as one copy of the minute order, to Stefan Brewer, Position Control Division, Human Resources Department.

Attachments:

Attachment A – Salary Resolution

Authored by: Dennis Bozanich, Deputy County Executive Officer, 805-568-3400