

**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:** 8/20/03  
**Department Name:** Human Resources  
**Department No.:** 064  
**Agenda Date:** 9/2/03  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Scott J. Ullery, Deputy County Administrator  
Human Resources Department

**STAFF CONTACT:** Theresa Duer, Deputy Human Resources Director  
568-2822

**SUBJECT:** Reconciliation of Allocated Positions and Classification Studies

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**Recommendation(s):**

That the Board of Supervisors:

Adopt two resolutions to implement changes approved during fiscal year 2003-04 budget hearings as follows:

**Effective September 1, 2003:**

FIRE (#3710)

Add: 1.0 FTE Fire Captain Staff/Shift (Classes 3530/3531), Range 6142 (\$5,191-\$6,338 per month).

GENERAL SERVICES/RISK MANAGEMENT (#8630)

Delete: 1.0 FTE Administrative Secretary (Class 0236), Range 4720 (\$2,554-\$3,118 per month);

Add: 1.0 FTE Claims Assistant (Class 1570), Range 4770 (\$2,619-\$3,197 per month);

**Effective September 29, 2003:**

TREASURER/TAX COLLECTOR/PUBLIC GUARDIAN (#0430)

Delete: .625 FTE Deputy Public Administrator/Conservator Aid (Class 2295), Range 4560 (\$1,474-1,799 per month).

Add: 1.0 FTE Public Administrator/Conservator I/II (Classes 6212/6213), Ranges 4950/5150 (\$2,865-\$3,497/\$3,165-\$3,864 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:**

This action adds and deletes positions recommended by the County Administrator during the budget process and classified by the Human Resources Department. These positions are funded in the adopted budget.

**Mandates and Service Levels:**

No change.

**Fiscal and Facilities Impacts:**

The fiscal impact is identified in the adopted budget.

**Special Instructions:**

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

CC: County Administrator  
Fire Department  
Treasurer/Tax Collector  
General Services  
SEIU, Local 620  
Firefighters Local 2046

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

IN THE MATTER OF AMENDING RESOLUTION )  
NO. 03-210, AS AMENDED, BEING THE SALARY )  
RESOLUTION OF THE COUNTY OF SANTA BARBARA )

RESOLUTION NO. \_\_\_\_\_

WHEREAS, Salary Resolution No. 03-210 established a Classification Plan, and authorized Departmental Position Allocation effective June 23, 2003; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 03-210, as amended, in the manner provided in this Resolution;

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

1. Resolution No. 03-210, adopted by this Board on June 24, 2003, is hereby amended by amending that (those) portion(s) of Section(s) 4 to read as follows effective September 1, 2003:

**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>
<b><u>FIRE (#3710)</u></b>				
Add 1 new	003530 003531		062	FIRE CAPTAIN, STAFF OR FIRE CAPTAIN, SHIFT
<b><u>GENERAL SERVICES/RISK MANAGEMENT (#8630)</u></b>				
Delete 429	000236		000	ADMIN SECRETARY
Add 1 new	001570		003	CLAIMS ASSISTANT

2. Except as amended by this Resolution, Resolution No. 03-210 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 \_\_\_\_\_, 2003, 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  
9/2/03

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

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

**IN THE MATTER OF AMENDING RESOLUTION )  
NO. 03-210, AS AMENDED, BEING THE SALARY )  
RESOLUTION OF THE COUNTY OF SANTA BARBARA )**

RESOLUTION NO. \_\_\_\_\_

WHEREAS, Salary Resolution No. 03-210 established a Classification Plan, and authorized Departmental Position Allocation effective June 23, 2003; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 03-210, as amended, in the manner provided in this Resolution;

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

1. Resolution No. 03-210, adopted by this Board on June 24, 2003, is hereby amended by amending that (those) portion(s) of Section(s) 4 to read as follows effective September 29, 2003:

**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>
<b><u>TREASURER/TAX COLLECTOR (#0430)</u></b>				
Delete 4959	002295	.625	000	DEP PUBLIC ADM/CONSER AID
Add 1 new	006212 006213		009	PUBLIC ADM/CONSERVATOR I OR PUBLIC ADM/CONSERVATOR II

2. Except as amended by this Resolution, Resolution No. 03-210 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 \_\_\_\_\_, 2003, 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  
9/2/03

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