




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: County Executive
Department No.: 012
For Agenda Of: 03/15/16
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 3/5 Vote

TO: Board of Supervisors

FROM: Department Mona Miyasato, County Executive Officer, 568-3400 
Director(s)
Contact Info: Tom Alvarez, Budget Director, 568-3400

SUBJECT: Filling a Vacant/Unfunded Assistant County Executive Officer Position

County Counsel Concurrence

As to form: N/A

Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Approve filling a vacant/unfunded Assistant County Executive Officer position in the County Executive Office department, and;
- b) Find that the proposed actions are not a project under the California Environmental Quality Act (CEQA) pursuant to Sections 1378(b)(4) and 15378(b)(5) of the CEQA Guidelines, because they are government fiscal, organizational, or administrative activities that will not result in direct or indirect physical changes in the environment.

Summary Text:

This is on the agenda to request that the Board authorize the addition of an Assistant County Executive Officer (ACEO). The CEO Department has three ACEO positions but only two are funded. Fiscal Year 2015-16 funding for the third position, will be paid for within the CEO's existing budget from current year salary savings. The increase in complex, urgent or interdepartmental projects and initiatives has resulted in the need for greater executive-level assistance. This request would authorize the CEO's office to fund the third position from current year salary savings for the remainder of the year and include the position in next year's budget.

Background:

The County Executive Office had five Assistant and/or Deputy CEO's prior to the recession and utilized several Department Directors/Assistant Department Directors as part-time ACEO's. Today the CEO's office has two ACEO's and one Deputy CEO. As the County slowly emerges from the recession, the demand by your Board and departments for assistance by the County Executive Office has increased. In addition to overseeing and supervising departments of the County, preparing and monitoring the budget, providing legislative coordination, and overseeing the Clerk of the Board, Risk Management (added post-recession) and OEM (added post-recession), the office has taken on significant additional initiatives in the past year, such as negotiations with the Chumash Tribe regarding Camp 4; assistance with systems change of County's mental health services; Northern Branch Jail review; work regarding UCSB's long range development plan; and coordinating interdepartmental efforts for Isla Vista improvements, deferred maintenance, and several disasters (drought and oil spill).

The addition of this position will provide the department the additional resources needed to address the increased workload. The CEO is evaluating the best structure for the office, and may redefine the position in the future. However, given the pending vacancy of one of the two existing ACEO positions this spring, adding the third position now will allow the department to maximize on the recruitment process.

Fiscal and Facilities Impacts:

Budgeted: No. The County Executive Office will use current year salary savings to cover the costs of this position in the current fiscal year and therefore no new appropriation is necessary at this time. If approved, the position will be included in the department's recommended budget for next fiscal year and will require ongoing General Fund of approximately \$250,000 for salary and benefits, depending on the ultimate structure and candidate. The CEO is examining the structure of the office and, after that review, may convert the position to another classification as appropriate.

Attachments:

None

Authored by:

Tom Alvarez, Budget Director
Richard Morgantini, Fiscal & Policy Analyst, 568-3551