



**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: Human Resources
Department No.: 064
For Agenda Of: 5/12/09
Placement: Administrative
Estimated Tme: Select_Continued
Continued Item: Select_Continued
If Yes, date from: No Vote Required
Vote Required: No Vote Required

TO: Board of Supervisors

FROM: Susan Paul, Assistant CEO/HR Director 568-2815
Melissa Grisales, Assistant HR Director 568-2819

SUBJECT: New Hire Report – February 23, 2009-April 5, 2009

County Counsel Concurrence

As to form: Select_Concurrence

Auditor-Controller Concurrence

As to form: Select_Concurrence

Other Concurrence: Select_Other

As to form: Select_Concurrence

Recommended Actions:

Receive and file.

Background:

At the February 3, 2009 Board meeting the Board directed staff to provide a monthly report on new hires in the County.

The attached report has been prepared to provide the Board with the requested information, including Regular Full Time, Regular-Part Time, Extra-Help and Contractors on Payroll (COP). This report includes three pay periods (February 23, 2009-April 5, 2009), during which a total of 37 new employees were hired among 11 departments. As shown below 23 were regular full time and 14 were extra help. As the attachment illustrates, the majority (13) of the new hires were within the Medical Services Field; seven Office Professionals (Administration & Financial); four Communication Dispatchers; three in Social Work; three Park Rangers; and two in Safety. There was also one each new hire for Aircraft Mechanic, Electrician, Housing Program Specialist, Maintenance Worker, Cook.

Department	Regular - FT	Regular - PT	Extra-Help	COP
ADMHS	4		1	
Clerk-Rcprd-Assr			3	
Fire			1	
General Services			1	
HCD	1			

Department	Regular - FT	Regular - PT	Extra-Help	COP
Parks	1		2	
Probation	1			
Public Health	7		2	
Public Works	2			
Sheriff	4		2	
Social Services	3		2	

This report will continue to be provided to the Board on a monthly basis.

Performance Measure:

Fiscal and Facilities Impacts:

Budgeted: Yes

Attachments:

New Hire Report February 23-April 5, 2009

Authored by:

cc:

New Hire Report
February 23, 2009 - April 5, 2009
(Pay Period 6, 7 and 8)

Dept - Division	Job Type		Work Location	Hire Date	Event	Job Class Title	Justification	Funding Source
ADMHS	Regular	PORTER, JOAN ALEXANDR	Santa Barbara	09-Mar-09	Extra Help to Regular	ADMHS PRACTITIONER I	To replace a staff that transferred to the CARES program.	This position is funded through Medi-Cal claiming and is funded in the salary model.
ADMHS	Regular	SEASTRUNK, DENISE BILA	Santa Maria, Orcutt	09-Mar-09	New Hire	PSYCHIATRIC NURSE II	This position will be assigned to the Santa Maria ACT program.	This position is funded through MHSA.
ADMHS	Regular	TILTON, PETER A.	Santa Maria, Orcutt	09-Mar-09	Extra Help to Regular	PSYCHIATRIST	To replace a doctor that left the CARES program.	This position is funded through Medi-Cal claiming and is funded in the salary model.
ADMHS	Extra Help	ARNOLD, DEBRA JO	Santa Barbara	16-Mar-09	Rehire	PSYCHIATRIC NURSE II	To cover at Santa Barbara ACT program while we continue the search for a full time Psychiatric Nurse.	This position is funded through MHSA.
ADMHS	Regular	BURKHARDT, SARAH B	Lompoc	23-Mar-09	New Hire	ADMHS PSYCHIATRIC TECH II	Assigned to Lompoc ACT program to replace retired staff.	This position is funded through MHSA.
Clerk-Recorder-Assessor	Extra Help	SAHAGUN, JOSE	Santa Barbara	09-Mar-09	New Hire	ADMN OFFICE PRO I	A special election was called for May 19th. In order to process the election extra help staff are needed. The extra help staff will come in to work in stages. The end of the election process is generally 1 month after the election, provided there are no problems or contests made against a measure, candidate, etc.	This position if funded through departments' general funding.
Clerk-Recorder-Assessor	Extra Help	GUERRERO-LOPEZ, JOHN	Santa Barbara	11-Mar-09	New Hire	ADMN OFFICE PRO I	A special election was called for May 19th. In order to process the election extra help staff are needed. The extra help staff will come in to work in stages. The end of the election process is generally 1 month after the election, provided there are no problems or contests made against a measure, candidate, etc.	This position if funded through departments' general funding.

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Clerk-Recorder-Assessor	Extra Help	APODACA, MAXINE THERE	Santa Barbara	16-Mar-09	Rehire	ADMN OFFICE PRO I	This individual will be assigned to the "Assessor" division to assist with closing the roll and keeping up with exemption programs. It is estimated that this help will be needed from March through November.	Salary savings through department vacancies
Fire	Extra Help	MOORE, DANIEL K	Solvang, Santa Ynez, Buellton, Ballard	23-Feb-09	New Hire	AIRCRAFT MECHANIC	Hiring an extra help aircraft mechanic is necessary to provide continuity in our Air Support Unit. This position will assist in keeping our aircraft flight ready at all times	Funding is provided by the Fire District funds.
General Services-Facilities	Extra Help	GUERRERO, CARLOS A	Santa Barbara	23-Mar-09	New Hire	MAINT ELECTRICIAN	This part time person will be filling behind an employee who has been out on leave since mid January 2009.	The funding for this position will be from the extra help line item. Dept also has salary savings since position has been vacant during the leave period.
HCD	Regular	WAGNER, MARGO LYNN	Santa Barbara	23-Mar-09	Extra Help to Regular	HOUSING PROGRAM SPEC II	Due to an increased number of re-sales, refinances and to help avoid foreclosures of the County's Affordable Housing Units (AHU) we needed an individual with expertise in escrow, title and underwriting. This position will oversee the County's inventory of 439 Owner Occupied AHU and work with residential developers of AHU.	This position is funded from the project subsidy administration fees for property management.
Parks	Regular	REDMOND, HOLLY	Santa Barbara	23-Feb-09	Rehire	PARK RANGER II	This position is a vital component in ensuring that the Courthouse grounds are kept in exemplary condition. Additionally, this person would be responsible for assisting the County Parks to expand revenue-producing events at these locations.	Funding for this position comes from South County building & grounds, including public buildings.

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Parks	Extra Help	ALVARADO, CHRISTINA D	Goleta, Isla Vista, Cachuma	23-Mar-09	New Hire	PARK RANGER TRAINEE	This position is assigned to Cachuma Lake which operates 24 hours a day/7days a week, year round. Employees work in visitor services and are also involved with enforcing quagga mussel protocols.	Cachuma allocates funding each year for extra help.
Parks	Extra Help	BROWN, NICOLE ELIZABET	Goleta, Isla Vista, Cachuma	30-Mar-09	New Hire	PARK RANGER TRAINEE	This position is assigned to Cachuma Lake which operates 24 hours a day/7days a week, year round. Employees work in visitor services and are also involved with enforcing quagga mussel protocols.	Cachuma allocates funding each year for extra help.
Probation-Institutions	Regular	RECENDEZ II, EDUARDO S	Santa Maria, Orcutt	23-Feb-09	Rehire	JUVENILE INST OFFICER	This position will be filling behind an employee who has been out on an extended leave.	Funding is derived from the institutions budget.
Public Health	Regular	FLORES, AMALIA	Santa Barbara	23-Feb-09	Extra Help to Regular	MEDICAL ASSISTANT	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Health	Regular	SBARAGLIA, ANN C	Santa Barbara	23-Feb-09	New Hire	STAFF NURSE	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.

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Public Health	Extra Help	JUAREZ, SERGIO	Santa Barbara	02-Mar-09	Rehire	FINANCIAL OFFICE PRO II	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Health	Extra Help	WITHROW, SANDRA	Santa Barbara	06-Mar-09	Rehire	STAFF NURSE	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Health	Regular	BENNER, JOY	Santa Barbara	09-Mar-09	Extra Help to Regular	CLINICAL LAB SCIENTIST SR	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Health	Regular	MATA, ESMERALDA FRAUS	Santa Barbara	09-Mar-09	New Hire	MEDICAL ASSISTANT	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.

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Public Health	Regular	MAYNES, LINDA C	Santa Barbara	09-Mar-09	Rehire	MEDICAL ASSISTANT	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Health	Regular	OZUNA, ARACELI JOANA	Santa Barbara	09-Mar-09	New Hire	MEDICAL ASSISTANT	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Health	Regular	HERNANDEZ, YESENIA VIL	Lompoc	23-Mar-09	New Hire	MEDICAL ASSISTANT	The Public Health Department operates clinics at six locations throughout Santa Barbara County and provides an average of 10,000 medical visits per month. Each of these visits represents significant revenue to the department. This position serves as a priority so as not to compromise patient care and revenues.	Funding revenues are derived from Medi-Cal (FQHC), Medicare and more than 10 other categorical programs.
Public Works-Roads		GONZALES, MARK SANTOS	Santa Maria, Orcutt	30-Mar-09	New Hire	MAINT WORKER APPRENTICE	The Public Works Department is filling this vacancy from within the Road fund. Typical duties include trimming trees, cleaning & maintaining drainage facilities, and repair, maintenance & construction of roads.	Funding is from the Road Fund (0015). There are no General Fund costs associated with this position.
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Public Works-Solid Waste	Regular	RAE, MICHELLE DAWN	Santa Barbara	09-Mar-09	Extra Help to Regular	FINANCIAL OFFICE PRO I	This position is primarily responsible for maintaining the \$1 million per month accounts receivable system for the Resource Recovery fund. The individual also provides accounts payable, and purchasing support as well as daily deposits and reconciliations, sales tracking and reporting responsibilities to the State Board of Equalization (SBOE) and California Integrated Waste Management Board (CIWMB).	Funding is from the Resource Recovery (1930). There are no General Fund costs associated with this position.
Sheriff	Regular	FURY, VALERIE LYNN	Santa Barbara	09-Mar-09	New Hire	COMMUNICATIONS DISP I	This is a budgeted vacancy. It is cost efficient to fill rather than backfill with overtime staffing.	This position is funded by the General Fund along with supplemental funding from MOU's with various cities within the County.
Sheriff	Regular	HOUCHEN, KYLE ROBERT	Santa Barbara	09-Mar-09	New Hire	COMMUNICATIONS DISP I	This is a budgeted vacancy. It is cost efficient to fill rather than backfill with overtime staffing.	This position is funded by the General Fund along with supplemental funding from MOU's with various cities within the County.
Sheriff	Regular	ROWE, JESSICA LOUISE	Santa Barbara	09-Mar-09	New Hire	COMMUNICATIONS DISP I	This is a budgeted vacancy. It is cost efficient to fill rather than backfill with overtime staffing.	This position is funded by the General Fund along with supplemental funding from MOU's with various cities within the County.
Sheriff	Regular	TAYLOR, MARY MARGARE	Santa Barbara	09-Mar-09	New Hire	COMMUNICATIONS DISP I	This is a budgeted vacancy. It is cost efficient to fill rather than backfill with overtime staffing.	This position is funded by the General Fund along with supplemental funding from MOU's with various cities within the County.
Sheriff-Custody	Extra Help	FRANZEN, DUANE HERBER	Santa Barbara	09-Mar-09	Rehire	EXTRA HELP SPECIAL	This position is assigned as a classroom escort for education which is mandated by law.	The funding will be from the inmate welfare fund, budget 3410 and 0075.
Sheriff-Custody	Extra Help	IDEN, NATALIE ELAINE	Santa Barbara	09-Mar-09	New Hire	COOK SHERIFFS INSTITUTIONS	This position will be filling behind an extended leave of absence. Rather than paying overtime it is more cost effective to hire a person extra help.	This position is funded by the General Fund.

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Social Services-Administration	Extra Help	BIMBELA, RICARDO	Santa Barbara	23-Feb-09	New Hire	ADMN OFFICE PRO I	This position has been assigned to assist in scanning and other clerical duties that will assist Medi-Cal Intake in Santa Barbara keep up with increased applications.	This position is being funded through the additional Medi-Cal funding the Department received in February.
Social Services-Administration	Regular	GONZALEZ, MAYRA LOURD	Santa Maria, Orcutt	23-Mar-09	New Hire	SOCIAL SVCS PRACTITIONER	This position is assigned to Child Welfare Services (CWS) to replace staff who have left and allow department to meet mandates for responding to allegations of abuse/neglect.	Funding for this position comes from regular CWS allocation.
Social Services-Administration	Regular	LEHMAN, ROMNI M	Santa Maria, Orcutt	23-Mar-09	Extra Help to Regular	SOCIAL SERVICES WORKER	This position is assigned to Child Welfare Services (CWS) to replace staff who have left and allow department to meet mandates for responding to allegations of abuse/neglect.	Funding for this position comes from regular CWS allocation.
Social Services-Administration	Regular	RIVERA, MERCEDES D	Santa Maria, Orcutt	23-Mar-09	New Hire	SOCIAL SERVICES WORKER	This position is assigned to Child Welfare Services (CWS) to replace staff who have left and allow department to meet mandates for responding to allegations of abuse/neglect.	Funding for this position comes from regular CWS allocation.
Social Services-Administration	Extra Help	RAMIREZ, ESTHER	Santa Maria, Orcutt	23-Mar-09	New Hire	ADMN OFFICE PRO I	Has been hired extra help to work in Santa Maria Central clerical to help keep up with the demands at reception due to increased applications.	Department has received additional allocation funding in Medi-Cal and Food Stamps in February that is funding this position on a temporary basis.