



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: 12/5/2006
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s) Susan Paul, Assistant CEO/HR Director 568-2817
Contact Info: Joseph Pisano, Senior HR Analyst 568-2839
SUBJECT: Restructuring and Establishment of Mapping/Global Information Systems (GIS) Classifications

County Counsel Concurrence:

As to form: Yes No N/A

Auditor-Controller Concurrence:

As to form: Yes No N/A

Other Concurrence: N/A

As to form: Yes No N/A

Recommended Action(s):

That the Board adopt a resolution effective November 20, 2006 establishing the classifications of Mapping/GIS Technician (Class 005030), Range 5358 (\$3,511-\$4,286 per month) Mapping/GIS Analyst (Class 005031), Range 5958 (\$4,736-\$5,782 per month) and Mapping/GIS Analyst Supervisor, (Class 005032), Range 6258 (\$5,501-\$6,715 per month), deleting the classifications of Mapping Technician I/II and Mapping Technician, Chief, and reallocating positions as follows:

Clerk Recorder Assessor

Add: 5.0 FTE Mapping/GIS Technician/Analyst positions (Class 005030/005031)
Add: 1.0 FTE Mapping/GIS Analyst Supervisor position (Class 005032)
Delete: 5.0 FTE Mapping Technician I/II positions (Class 005036/37)
Delete 1.0 FTE Mapping Technician, Chief position (Class 005038)

Planning and Development

Add: 2.0 FTE Mapping/GIS Technician/Analyst positions (Class 005030/005031)
Add: 1.0 FTE Mapping/GIS Analyst Supervisor position (Class 005032)
Delete: 2.0 FTE Mapping Technician I/II positions (Class 005036/37)
Delete 1.0 FTE Mapping Technician, Chief position (Class 005038)

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Public Works

Add: 1.0 FTE Mapping/GIS Technician/Analyst (Class 005030/005031)

Add: 1.0 FTE Mapping/GIS Analyst Supervisor position (Class 005032)

Delete: 1.0 FTE Mapping Technician I/II position (Class 005036/37)

Delete 1.0 FTE Mapping Technician, Chief position (Class 005038)

Summary:

Geographic Information Systems (GIS) and other cartography technologies have evolved rapidly in the marketplace and have revolutionized the methods used to make maps as well as to improve the quality of the maps generated. These technologies have changed the duties of cartographers from that of primarily preparing conventional maps to integrating, converting, analyzing, and managing geospatial and other data used to create maps needed by County decision-makers. This work is fundamental to the effective operations of the Clerk-Recorder-Assessor, Planning and Development, and Public Works Departments. The existing paraprofessional mapping classifications in the County have not kept pace with the current state of this occupation, do not include a professional level in the mapping series, and do not reflect the requirements for these types of positions.

Background:

CEO/Human Resources has reviewed the County's Mapping Technician job classes, which were established in the 1960's, and the work currently being performed by incumbents in these classes. The County's job classifications no longer accurately reflect the map generation work being performed by incumbents in the paraprofessional Mapping Technician I/II classifications. Furthermore, these job classifications do not address the professional-level duties and responsibilities being performed by most Mapping Technician incumbents who have outgrown the County's paraprofessional job class series.

CEO/HR recommends that the Board replace the two existing paraprofessional Mapping Technician I/II classifications with one paraprofessional Mapping/GIS Technician; establish one professional Mapping/GIS Analyst classification; and replace the current Mapping Technician Chief with a new Mapping/GIS Supervisor job class. CEO/Human Resources believes the proposed classification recommendations provide greater flexibility in staffing which is required to provide quality customer and mapping services to the Board of Supervisors, County Departments, and the public. The three affected departments support these recommendations.

Fiscal and Facilities Impacts:

Budgeted: Yes No

Fiscal Analysis:

The salary recommendations reflect the current market position of this occupation. The recommended actions affect seven employees in three departments. The total cost upon reallocation of current staff in all departments is approximately \$57,000 for the remainder of

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Fiscal Year 2006-07 and approximately \$99,000 annually thereafter. The following table shows the breakdown by department:

<u>Department</u>	<u>FY 2006-07 Cost</u>	<u>Annualized Cost</u>
Clerk Recorder Assessor	\$24,000	\$42,000
Planning and Development	\$24,000	\$42,000
Public Works	<u>\$ 9,000</u>	<u>\$15,000</u>
	\$57,000	\$99,000

Of the total annualized cost, approximately \$16,200 will be in the form of an increase in the County’s contribution to the retirement system. The annual actuarial study of the Santa Barbara County Retirement System as adopted by the Retirement Board and the Board of Supervisors includes certain economic and non-economic assumptions in setting the employer’s contribution rate. These assumptions include projected cost-of-living, merit, and career advancement pay increases for employees.

The three departments affected will absorb the costs of these increases within their current budget allocations.

Staffing Impact(s):

Legal Positions:

FTEs:

Special Instructions:

Please return one copy of the signed resolution to Susan Kean in the Human Resources Department

Attachments:

Authored by: Joseph Pisano

- cc:** Auditor-Controller
- Clerk Recorder Assessor
- Planning and Development Director
- Public Works Director