



This will result in a total of four Assistant CEO positions, with appointments able to be made at or below that level depending on candidate qualifications.

### **Discussion**

The County Executive Office has undergone significant change in the last several years with more tenured executive staff retiring or leaving for promotional opportunities in other counties. The office has hired talented but less experienced staff in recent years to develop a pipeline for succession planning. This has required regular review of the office structure and positions to ensure nimbleness to meet changing needs and priorities.

Assistant County Executive Officers oversee functional areas, or groupings of departments, and lead complex, interdepartmental initiatives on behalf of the County Executive Officer. They focus on coordinating and delivering on Board priorities, managing operational initiatives involving multiple departments and resolving challenging problems. They provide general oversight and annually evaluate the performance of appointed department directors (except for County Counsel) and other senior management employees within their functional areas. In addition, they at times become more involved in resolving complex issues within single departments to ensure desired outcomes, progress on key initiatives or adherence to legislative changes or mandates.

The reorganization is anticipated to result in the following structure, although the County Executive Officer may shift assignments from time to time based on changing needs and on the particular qualifications, backgrounds, and professional development of the incumbents:

Assistant CEO – Municipal Services Focus

Assistant CEO – Public Safety/Health and Human Services Focus

Assistant CEO – Internal Operations and CEO office operations

Assistant CEO -- Strategic Initiatives Focus

The creation of an ACEO focused on strategic initiatives will be necessary to complete time-sensitive and high priority projects; at the completion of those initiative, the structure may be re-evaluated. Vacant positions in this classification may be underfilled with a Deputy CEO depending on level of experience and qualifications of candidates. This provides the opportunity to invest in emerging talent and creates a seamless path in the implementation of department succession priorities.

### **Fiscal Impacts:**

Budgeted: Yes, in FY 2024-25. The department will absorb the current year costs using budgeted appropriations. If approved, the positions and ongoing funding will be incorporated into the FY 2025-26 budget. Depending on the position eventually hired, the costs including benefits may range from \$325,700 (Minimum salary and benefits for Deputy CEO) to \$412,900 (maximum salary and benefits for ACEO).

### **Staffing Impacts:**

No new positions would need to be authorized by the Board: conversion of the Chief ACEO to an ACEO position would occur through the administrative Position Allocation Change process; and the County Executive Office has a vacant, unfunded Assistant CEO position that would be used utilized.

### **Authored by:**

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