

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: 10/05/06
Department Name: Human Resources
Department No.: 064
Agenda Date: 10/17/06
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Susan Paul, Assistant CEO/HR Director

STAFF CONTACT: Theresa Duer, Deputy HR Director
568-2822

SUBJECT: Establishing Job Classification and Position Allocation Change

Recommendation(s):

That the Board of Supervisors:

Adopt a resolution effective October 9, 2006, to implement changes approved during fiscal year 2006-07 budget hearings as follows:

ESTABLISH JOB CLASSIFICATION

Communications Director (Class 1800), Range 7114 (\$8,430 – \$10,291 per month)

ADD POSITION

General County Programs (#0100)

Add: 1.0 FTE Communications Director (Class 1800)

Alignment with Board Strategic Plan:

The recommendations are primarily aligned with Goal No. 3. A Strong Professionally Managed County Organization.

Executive Summary and Discussion:

During the budget process earlier this year, the Board approved the addition of a Communications Director. This recommendation establishes the at-will, assistant department head classification and allocates the position. The Communications Director is responsible for planning, coordinating, and disseminating a professional media and community relations strategy, and for ensuring that all appropriate constituencies are adequately informed of County activities and services. The position will report to an Assistant County Executive Officer in the County Executive Office.

Mandates and Service Levels:

No change in programs or service levels.

Fiscal Impact:

The position is funded in the adopted budget.

Special Instructions:

Please send one copy of the approved resolution to Jo Ann Barragan, Human Resources Department.

CC: County Executive Officer

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

**IN THE MATTER OF AMENDING RESOLUTION)
NO. 05-196 AS AMENDED, BEING THE SALARY)
RESOLUTION OF THE COUNTY OF SANTA BARBARA)**

RESOLUTION NO. _____

WHEREAS, Salary Resolution No. 05-196 established a Classification Plan, and authorized Departmental Position Allocation effective July 4, 2005; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 05-196, as amended, in the manner provided in this Resolution;

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

1. Resolution No. 05-196, adopted by this Board on July 4, 2005, is hereby amended by amending that (those) portion(s) of Section(s) 2 and 4 read as follows effective October 9, 2006:

SECTION 2. Job Classification Table

<u>JOB CLASS</u>	<u>TITLE</u>	<u>SALARY RANGE</u>	<u>LIMIT</u>	<u>RATE MIN/MAX</u>	<u>OT ELIGIBLE</u>	<u>BARG UNIT</u>
<u>Establish:</u> 1800	COMMUNICATIONS DIRECTOR	7114	A-E	\$48,468-\$59,169	NO	42

SECTION 4. Departmental Position Allocation

<u>DEPARTMENT/BUDGET UNIT</u>	<u>CLASS</u>	<u>P/T</u>	<u>TOTAL NO. POS.</u>	<u>TITLE</u>	<u>BARG UNIT</u>
<u>General County Programs (#0100)</u> Add 1 new	1800		001	COMMUNICATIONS DIRECTOR	42

2. Except as amended by this Resolution, Resolution No. 05-196 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 _____, 2006, 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
10/17/06

By: _____ (SEAL)
Deputy Clerk