

**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: 7/20/04
Department Name: Human Resources
Department No.: 064
Agenda Date: 8/3/04
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Scott J. Ullery, Deputy County Administrator
STAFF CONTACT: Theresa Duer, Deputy Human Resources Director
568-2822
SUBJECT: Reconciliation of Allocated Positions and Classification Studies

Recommendation(s):

That the Board of Supervisors:

Adopt one resolution, effective August 2, 2004, to implement changes approved during fiscal year 2004-05 budget hearings as follows:

A. GENERAL SERVICES-FACILITIES (#1620)

Delete: 1.0 FTE Departmental Assistant Senior (Class 2168);

Add: 1.0 FTE Building Maintenance Worker II (Class 1331), Range 4846 (\$2,720-\$3,320 per month).

GENERAL SERVICES (#2500)

Delete: 1.0 FTE Accounting Assistant Senior (Class 0062);

Delete: 1.0 FTE Electronic Data Processing Office Automation Coordinator (Class 2480).

GENERAL SERVICES-ITS (#8815)

Delete: 2.0 FTE Electronic Data Processing Computer Operator I/II (Classes 2430/2431);

Delete: 1.0 FTE Electronic Data Processing Computer Operator III (Class 2432);

Delete: 1.0 FTE Electronic Data Processing Network & Operations Manager (Class 2450);

Delete: 1.0 FTE Electronic Data Processing Network Technician I/II/III (Classes 2447/2448/2449);

Delete: 1.0 FTE Electronic Data Processing Office Automation Coordinator (Class 2480);

Delete: 0.75 FTE Electronic Data Processing Supervisor of Operations and Support (Class 2440).

HOUSING & COMMUNITY DEVELOPMENT (#0120)

Reclassify: 1.0 FTE Accountant III (Class 0016) to 1.0 FTE Cost Analyst I/II (Classes 1878/1879), Ranges 5786/5986 (\$4,347-\$5,307/\$4,803-\$5,863 per month).

B. SHERIFF-CORONER (#3110)

Delete: 4.0 FTE Sheriff's Deputy Trainee/Deputy (Classes 6904/6905);

Delete: 3.0 FTE Sheriff's Deputy Trainee/Deputy/Special Duty (Classes 6904/6905/6906).

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 3. A Strong, Professionally Managed County Organization.

A. Executive Summary and Discussion:

This action adds and deletes positions recommended by the County Administrator during the budget process and classified by the Human Resources Department. These positions are funded in the adopted budget.

Mandates and Service Levels:

No change.

Fiscal and Facilities Impacts:

The fiscal impact is identified in the adopted budget.

B. Executive Summary and Discussion:

The Sheriff's Department is deleting seven (7) unfunded positions from their position allocation. These positions include: Three (3) Special Duty Deputies and four (4) Deputies. These positions are being deleted as a result of a reduction in two different service contracts. One (1) Special Duty Deputy (Narcotics Detective) and four (4) Deputies are being deleted as a result in the reduction of the service contract with the City of Goleta; and two (2) Special Duty Deputies are being deleted as a result of a reduction in service with the Superior Courts' service contract.

Mandates and Service Levels:

No change.

Fiscal and Facilities Impacts:

The fiscal impact is identified in the adopted budget.

Special Instructions:

Please send one copy of the approved resolution to Sandra Viola, Human Resources Department.

CC: County Administrator
General Services Director
Sheriff-Coroner
SEIU, Local 620
Deputy Sheriffs Association

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

**IN THE MATTER OF AMENDING RESOLUTION)
NO. 04-190, AS AMENDED, BEING THE SALARY)
RESOLUTION OF THE COUNTY OF SANTA BARBARA)**

RESOLUTION NO. _____

WHEREAS, Salary Resolution No. 04-190 established a Classification Plan, and authorized Departmental Position Allocation effective July 5, 2004; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 04-190, as amended, in the manner provided in this Resolution;

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

1. Resolution No. 04-190, adopted by this Board on July 6, 2004, is hereby amended by amending that (those) portion(s) of Section(s) 4 and 6 to read as follows effective August 2, 2004:

SECTION 4. Departmental Position Allocation

<u>DEPARTMENT/BUDGET UNIT</u>	<u>CLASS</u>	<u>P/T</u>	<u>NO. OF POSITIONS</u>	<u>TITLE</u>
<u>GENERAL SERVICES-FACILITIES (#1620)</u>				
Add 1 new	001331		015	BLDG MAINT WORKER II
Delete 4258	002168		001	DEPARTMENTAL ASST SR
<u>GENERAL SERVICES (#2500)</u>				
Delete 4207	000062		004	ACCOUNTING ASST SR
Delete 1945	002480		000	EDP OFFICE AUTO COORD
<u>GENERAL SERVICES-ITS (#8815)</u>				
Delete 280, 3656	002430		000	EDP COMPUTER OPER I OR
	002431			EDP COMPUTER OPER II
Delete 4070	002432		000	EDP COMPUTER OPER III
Delete 5442	002450		000	EDP NETWORK & OPS MANAGER
Delete 5504	002447		010	EDP NETWORK TECH I OR
	002448			EDP NETWORK TECH II OR
	002449			EDP NETWORK TECH III
Delete 3363	002481		002	EDP OFFICE AUTO COORD SR
Delete 8214	002440	.75	000	EDP SUPV OPER & SUPPORT
<u>HOUSING & COMMUNITY DEVELOPMENT (#0120)</u>				
Reclassify 1266				
From:	000016		000	ACCOUNTANT III
To:	001878		001	COST ANALYST I OR
	001879			COST ANALYST II
<u>SHERIFF (#3110)</u>				
Delete 6586, 7834, 8274, 8275	006904		145	SHERIFFS DEPUTY TR OR
	006905			SHERIFFS DEPUTY
Delete 8271, 8272, 8273	006904		081	SHERIFFS DEPUTY TR OR
	006905			SHERIFFS DEPUTY OR
	006906			SHERIFFS DEPUTY S/DUTY

SECTION 6. SPECIALIZED DUTIES

ALLOWANCES – The following allowances shall be paid only upon the written certification by the Department Head to the Human Resources Director of the names of the eligible employees.

- c. **Law Enforcement classifications -- Employees who are regularly assigned specialized duties, as authorized by the Department Head, shall be paid at the salary range which is approximately five percent above the basic salary assigned to their classification. The number of employees assigned to such specialized duties shall not at any time exceed the number authorized herein:**

<u>Department</u>	<u>Classification Title</u>	<u>Maximum No. of Employees Authorized</u>
Sheriff-Coroner	Sheriff's Deputy	81

2. Except as amended by this Resolution, Resolution No. 04-190 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 _____, 2004, 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
8/3/04

By: _____ (SEAL)
Deputy Clerk