

**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: 10/30/02
Department Name: ADMHS
Department No.: 043
Agenda Date: 11/12/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: James L. Broderick, Ph.D., Director
Alcohol, Drug and Mental Health Services (ADMHS)

STAFF CONTACT: Lyndi Swanson, Human Resources Manager - Departmental
805-681-4011

SUBJECT: Retroactive Promotional Step Increase for Virginia Esparza-Gonzalez,
Mental Health Practitioner I

Recommendation(s):

That the Board of Supervisors:

Approve Virginia Esparza-Gonzalez, Mental Health Practitioner I, a retroactive advanced entry step increase to coincide with her flexible staffing promotion made effective September 3, 2001.

Alignment with Board Strategic Plan:

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

Executive Summary and Discussion:

On September 4, 2001, the ADMHS Human Resources Division submitted paperwork to the County Human Resources Department requesting a flexible staffing promotion for Virginia Esparza-Gonzalez, a bilingual/bicultural Mental Health Practitioner Intern, Step E, to a Mental Health Practitioner I, Step D, effective September 3, 2001. The promotion constituted a 5% increase instead of the intended 10% increase.

Since neither the Human Resources Department or ADMHS has the authority to grant a retroactive promotional step increase, ADMHS respectfully requests that the Board of Supervisors rescind the Department's original request for a flexible staffing promotion with a one-step increase and approve a flexible staffing promotion with a two-step increase for Ms. Esparza-Gonzalez retroactive to September 3, 2001. Approval of this action will result in the employee being compensated at a Step E level for an ADMHS-Mental Health Practitioner I.

Subject: Retroactive Promotion and Step Increase for Virginia Esparza-Gonzalez, Mental Health Practitioner I.
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Mandates and Service Levels:

Mental Health Services are mandated by the Welfare and Institutions Code, Section 5600.

Fiscal and Facilities Impacts:

There is no requirement for a General Fund Contribution. Approval of the additional step increase for Ms. Esparza-Gonzalez would result in an adjusted increased cost of \$1,161 (including benefits) to ADMHS in FY 2001-2002, which has been budgeted. The impact of this increase has been included in D-136, Cost Center 4431 under salaries and benefits in the proposed County Budget FY 2002-03.

This action does not result in a need for any additional facilities.

Special Instructions:

Please forward a copy of the Minute Order reflecting the Board's action to:

Alcohol, Drug & Mental Health Services
Attn: Lyndi Swanson, Human Resources Manager
300 N. San Antonio Road
Santa Barbara, CA 93110