



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: 07/18/2023
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Maria Elena De Guevara, Human Resources Director, 805-568-2800
Director(s) 2800
Mouhanad Hammami, Director, Public Health Department
Contact Info: Erin Jeffery, Employment & Workforce Planning Division Chief, 568-2808

SUBJECT: Establishing Job Classification of Public Health Officer

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Adopt the resolution in Attachment A to establish the at-will job classification of Public Health Officer (Class #8050, Salary Range ID #11, \$93.879 to \$138.439 per hour) as well as reclassify one (1) 1.0 FTE legal position in the Public Health Department to this new job classification; and
- b) Determine that the above action is exempt from California Environmental Quality Act (CEQA) review per CEQA Guidelines Section 15378(b)(4) since the recommended actions are government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

The recommended action would establish the at-will job classification of Public Health Officer. This single-position classification will be used in the Public Health Department to carry out the statutory responsibilities of the County Public Health Officer.

In accordance with the Employer-Employee Relations Policy all recognized employee organizations were notified of our intent to assign the classifications to bargaining unit 42 (Assistant Department Heads), an unrepresented unit covered by the management resolution. There were no objections, and the County has met its obligation under the Employer-Employee Relations Policy.

Background:

Historically the Public Health Officer role has been appointed by the Board of Supervisors pursuant to Health and Safety Code section 101000. The appointment confers duties in addition to the responsibilities associated with the incumbent's job classification. The current incumbent assigned to this role is a Staff Physician, who has received a special duty allowance for performing the duties of Health Officer, in accordance with a resolution adopted by the Board of Supervisors on June 16, 2015. Following the COVID-19 pandemic, and with an increased focus on emerging diseases the Health Officer role needs to expand in scope including oversight of the Disease Control & Prevention program and the Public Health Lab. The incumbent currently has to act as the Health Officer while performing the duties of a Staff Physician (i.e. providing clinical diagnosis to patients and treating patients accordingly, and performing related duties). Absorbing that additional scope of responsibility while acting as a Staff Physician has proven to be unsustainable.

This new job classification would allow the current incumbent to exclusively focus on the Public Health Officer role, including establishing and enforcing County health care policy, providing medical oversight of the County's health protection programs, and acting as the County's liaison and medical expert to various governments, agencies, and community groups. Essentially, this position needs to act as the public health medical authority of the County of Santa Barbara, which requires an executive management role in order to operate effectively and consistent with any future health policy action the Board takes in the future. Adopting these Recommended Actions allow the County of Santa Barbara to align the demands and responsibility of this assignment to an appropriate classification.

Performance Measure:

N/A

Contract Renewals and Performance Outcomes:

N/A

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Narrative:

Moving the Health Officer to its own class specification would not increase appropriation. The incumbent who is being reclassified to the new position will not receive a salary increase. The allotment is included in the Public Health Department FY 2023-24 Adopted Budget.

There are no General Fund increases as a result of executing the proposed change.

Key Contract Risks:

N/A

Staffing Impacts:

There is no staffing impact associated with adding the classification by itself, or by reclassifying the position as described in the salary resolution.

Special Instructions:

Please email one (1) copy of the minute order and one (1) copy of the fully executed Salary Resolution to Tracy Rogers, Workforce Planning Analyst, Human Resources Department at trogers@countyofsb.org.

Attachments:

Attachment A: Salary Resolution

Attachment B: Proposed Class Specification for Public Health Officer

Authored by:

Stefan Brewer, Workforce Planning Manager, County Human Resources

cc:

Mona Miyasato, County Executive Officer

Tanja Heitman, Assistant County Executive Officer

Rachel Van Mullem, County Counsel

Betsy Schaffer, Auditor-Controller