

**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: 9/5/02
Department Name: Human Resources
Department No.: 064
Agenda Date: 9/17/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Ann Goodrich, Director
Human Resources Department
STAFF CONTACT: Theresa Duer, Deputy Human Resources Director
568-2822
SUBJECT: Reconciliation of Allocated Positions

Recommendation(s):

That the Board of Supervisors:

Adopt one resolution effective September 16, 2002 as follows:

- A. PUBLIC WORKS (#4510)
Add: 1.0 FTE Accountant I/II (Class 0014/0015), Range 5210/5370 (\$3,261-\$3,982/\$3,532-\$4,312 per month). Change was approved during fiscal year 2002-03 budget hearing.
- B. ESTABLISH JOB CLASSIFICATION
Project Manager-Process Improvements-General Services (Class 006104), Range 6020 (\$4,885-\$5,963 per month).

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 a position recommended by the County Administrator during the budget process and classified by the Human Resources Department. The position is 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 General Services Department has transitioned the duties and responsibilities of an EDP Customer Support Manager position (Salary Range 6550) assigned to Administration from those typically associated with the class to a position ensuring Countywide customer satisfaction and the improvement of internal departmental processes. The Human Resources Department studied the position and recommends (and the General Services Department concurs) the establishment of a Project Manager, Process Improvements – General Services. The assignment of Salary Range 6020 to this position is supported by internal and external comparison. There is no fiscal impact associated with the establishment of this class.

Mandates and Service Levels:

No change.

Fiscal and Facilities Impacts:

There is no fiscal impact in establishing a job class.

Special Instructions:

Please send one copy of the approved resolution to Susan Kean, Human Resources Department.

CC: County Administrator
General Services
Public Works
Local SEIU 620

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

IN THE MATTER OF AMENDING RESOLUTION)
NO. 02-234, AS AMENDED, BEING THE SALARY)
RESOLUTION OF THE COUNTY OF SANTA BARBARA)

RESOLUTION NO. _____

WHEREAS, Salary Resolution No. 02-234 established a Classification Plan, and authorized Departmental Position Allocation effective June 24, 2002; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 02-234, as amended, in the manner provided in this Resolution;

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

1. Resolution No. 02-234, adopted by this Board on June 25, 2002, is hereby amended by amending that (those) portion(s) of Section(s) 2, 4 to read as follows effective September 16, 2002:

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>Add:</u> 006104	PM-PROCESS IMPROVE-GS	6020	A-E	\$28.086-\$634.287	NO

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>
PUBLIC WORKS (#4510) Add 1 new	000014 000015		001	ACCOUNTANT I OR ACCOUNTANT II

2. Except as amended by this Resolution, Resolution No. 02-234 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 _____, 2002, 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
9/17/02

By: _____ (SEAL)
Deputy Clerk