

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: 7/29/05
Department Name: Human Resources
Department No.: 064
Agenda Date: 8/9/05
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Susan Paul, Human Resources Director
STAFF CONTACT: Theresa Duer, Deputy Human Resources Director
568-2822
SUBJECT: Classification Studies

Recommendation(s):

That the Board of Supervisors:

Adopt one resolution, effective August 1, 2005, as follows:

- A. Adjust the salary range of Project Manager – Tax System Integration (Class # 006105) from Range 6504 (\$6,219 - \$7,592 per month) to Range 6694 (\$6,837 - \$8,346 per month).
- B. Retitle the class of Project Manager County Executive Office (Class #006079) to Project Manager County Executive Office I;

Establish the class of Project Manager County Executive Office II (Class #006089), Range 6974 (\$7,861-\$9,597 per month);

Reallocate 2.0 FTE from Project Manager County Executive Office to Project Manager County Executive Office I/II

Add: 1.0 FTE Project Manager County Executive Office I/II

Delete: 1.0 FTE Planner I/II (Class #006020/006021)

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:

Human Resources is recommending a salary range adjustment to a single position class in the County Clerk Recorder Assessor's office to bring the salary in line with other positions performing equally complex and responsible technical systems development. This position is responsible for development of a Tax System for the Treasurer, Auditor and Assessor. The system is a highly technical financial application that requires expertise in finance, accounting, information technologies, budget preparation, and project management.

Mandates and Service Levels:

No change.

Fiscal Impact:

The County Clerk Recorder estimates the cost of this change will be \$8,331 for the remainder of Fiscal Year 05-06 and \$9,025 for Fiscal Year 06-07. The Department intends to pay for the increase through salary savings, unanticipated revenues or Assessor designation. There will be no increase to the Department's budget.

B. Executive Summary and Discussion:

Human Resources recommends broadening the Project Manager – County Executive Office classification to a flexibly-staffed I/II series to give the County Executive Officer increased flexibility with regard to staffing, including the critical assignment of leader of the Comprehensive Planning function.

Mandates and Service Levels:

No change.

Fiscal Impact:

There are no costs associated with establishing classes. The County Executive Office estimates the net cost of the change in allocated positions will be \$48,444 for the remainder of Fiscal Year 05-06 and \$55,883 on an annualized basis. The increased cost will be absorbed by savings from vacant positions.

Special Instructions:

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

CC: County Executive Office
Clerk-Recorder-Assessor
SEIU Local 620

**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 5, 2005, is hereby amended by amending that (those) portion(s) of Section(s) 2 and 4 to read as follows effective August 1, 2005:

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>Change:</u>					
006105	PM TAX SYS INTEGRATION	6694	A-E	\$39.307-\$47.987	NO
006079	PM COUNTY EXECUTIVE OFFICE I	6614	A-E	\$37.770-\$46.110	NO
<u>Establish:</u>					
006089	PM COUNTY EXECUTIVE OFFICE II	6974	A-E	\$45.199-\$55.178	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>
<u>GENERAL COUNTY PROGRAMS (#0100)</u>				
Reallocate #899 and #8639				
From	006079		000	PM COUNTY EXECUTIVE OFFICE I
To	006079 006089		002	PM COUNTY EXECUTIVE OFFICE I OR PM COUNTY EXECUTIVE OFFICE II
Add 1 new	006079 006089		003	PM COUNTY EXECUTIVE OFFICE I OR PM COUNTY EXECUTIVE OFFICE II
Delete #1008	006020 006021		004	PLANNER I OR PLANNER II

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 _____, 2005, 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
8/9/05

By: _____ (SEAL)
Deputy Clerk