

**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: 5/2/02
Department Name: Human Resources
Department No.: 064
Agenda Date: 5/14/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Ann Goodrich, Human Resources Director
568-2817

STAFF CONTACT: Theresa Duer, Deputy Human Resources Director
568-2822

SUBJECT: Classification and Compensation Study

Recommendation(s):

That the Board of Supervisors:

Adopt one (1) resolution effective May 13, 2002, as follows:

A. ESTABLISH JOB CLASSIFICATION

Emergency Medical Services Coordinator (Class #003099), Range 585 (\$4,488-\$5,479 per month).

DELETE JOB CLASSIFICATION

Emergency Medical Trainer (Class #003095), Range 566 (\$4,082-\$4,983 per month).

ADD/DELETE POSITIONS

FIRE (#3710)

Add: 1 (1.0 FTE) Emergency Medical Services Coordinator (Class #003099).

Delete: 1 (1.0 FTE) Emergency Medical Trainer (Class #003095).

B. ESTABLISH JOB CLASSIFICATION

Management Specialist B (Class #005002), Range 661 (\$6,556-\$8,004 per month).

ADD POSITION

GENERAL COUNTY PROGRAMS (#0110)

Add: 1 (1.0 FTE) Management Specialist B (Class #005002).

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:

- A. Fire Department management requested that Human Resources review the current Emergency Medical Trainer position since they believed the incumbent was no longer functioning solely in a trainer capacity. They maintained that the focus of this position had changed to include more responsibility for coordinating compliance issues associated with state and local agencies, agreements, and regulations. Human Resources reviewed this position and concurs with the Fire Department. A new class of Emergency Medical Services Coordinator better reflects the shift in emphasis of the position from training to EMS compliance coordination/administration.

- B. This Management Specialist position will be used to provide the daily oversight and management of the Housing Finance Development program on an interim basis.

Mandates and Service Levels:

No change.

Fiscal and Facilities Impacts:

- A. The fiscal impact to the Fire Department in FY 01-02 is approximately \$1,200 in increased salaries with the full year impact in FY 02-03 being \$7,200. The salary increases in both FY 01-02 and 02-03 will be absorbed within the existing Fire Department adopted and recommended Salaries and Benefits budgets.

- B. Funding for the Management Specialist position will come from the vacant Housing and Community Development Director position.

Special Instructions:

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

Concurrences:

County Administrator

CC: County Administrator
SEIU Local 620
Fire

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

IN THE MATTER OF AMENDING RESOLUTION)
 NO. 01-208, AS AMENDED, BEING THE SALARY) RESOLUTION NO. _____
RESOLUTION OF THE COUNTY OF SANTA BARBARA)

WHEREAS, Salary Resolution No. 01-208 established a Classification Plan, and authorized Departmental Position Allocation effective June 25, 2001; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 01-208, as amended, in the manner provided in this Resolution;

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

1. Resolution No. 01-208, adopted by this Board on June 26, 2001, is hereby amended by amending that (those) portion(s) of Section(s) 2 & 4 to read as follows effective May 13, 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>					
003099	EMERG MED SRCS COORD	585	A-E	\$25.803-\$31.500	YES
005002	MANAGEMENT SPECIALIST B	661	A-E	\$37.695-\$46.018	NO
<u>Delete:</u>					
003095	EMERGENCY MEDICAL TRAINER	566	A-E	\$23.470-\$28.652	YES

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>FIRE (#3710)</u>				
Reclass 3071	From: 003095		000	EMERGENCY MEDICAL TRAINER
	To: 003099		001	EMERG MED SRCS COORD
<u>NON DEPARTMENTAL/PROP 10 (#0110)</u>				
Add 1 new	005002		001	MANAGEMENT SPECIALIST B

2. Except as amended by this Resolution, Resolution No. 01-208 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
 5/14/02

By: _____ (SEAL)
 Deputy Clerk