

**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: 7/9/02
Department Name: Human Resources
Department No.: 064
Agenda Date: 7/23/02
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 and Classification Study

Recommendation(s):

That the Board of Supervisors:
Adopt one resolution effective July 22, 2002, as follows:

RETITLE JOB CLASSIFICATIONS:

Supervising Physician (Class 7319), Range 721 (\$10,796 per month) to STAFF PHYSICIAN, SUPERVISING.

RETITLE AND INCREASE SALARY RANGE

Welfare Fraud Investigator Senior (Class 7722), Range 554 (\$ 3,845-\$4,694 per month) to WELFARE FRAUD INVESTIGATOR SUPERVISING, Range 564 (\$4,042-\$4,934).

GENERAL COUNTY PROGRAMS (#0100)

Delete: 1.0 FTE Housing Program Specialist I/II (Class 0304/0305), Range 521/551 (\$3,261-\$3,982/\$3,788-\$4,624 per month).

PUBLIC HEALTH (#5210)

Add: 3 FTE Departmental Assistant (Class 2165), Range 508 (\$3,057-\$3,731 per month).
Add: 1.0 FTE Medical Records Administrator (Class 5094), Range 566 (\$4,082-\$4,983).
Add: 1 FTE Medical Coding Specialist (Class 5090), Range 494 (\$2,850-\$3,480 per month).

SOCIAL SERVICES (#5810)

Reclassify: 1.0 Office Assistant I/II (Class 1700/1701), Range 390/414 (\$1,697-\$2,071/\$1,913-\$2,335 per month) to .75 FTE Office Assistant Senior (Class 1702), Range 441 (\$2,188-\$2,672 per month).

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:

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This action adds and deletes positions recommended by the County Administrator during the budget process and classified by the Human Resources Department. These positions are funded in the adopted budget.

Mandates and Service Levels:

No change.

Fiscal and Facilities Impacts:

The fiscal impact is identified in the adopted budget.

Special Instructions:

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

CC: County Administrator
Affected Department Heads
Affected Employee Organizations

**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 and 4 to read as follows effective July 22, 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>Change:</u> 007319	STAFF PHYSICIAN SUPV	721	E	\$62.071	NO
007722	WELFARE FRAUD INVEST SUPV	564	A-E	\$23.237-\$28.367	YES

SECTION 4. Departmental Position Allocation

<u>DEPARTMENT/BUDGET UNIT</u>	<u>ACTION/AFFECTED POSITION #</u>	<u>CLASS</u>	<u>P/T</u>	<u>NO. OF POSITIONS</u>	<u>TITLE</u>
<u>GENERAL COUNTY PROGRAMS (#0100)</u>					
Delete: 5702		000304		002	HOUSING PROGRAM SPEC I
		000305			HOUSING PROGRAM SPEC II
<u>PUBLIC HEALTH (#5210)</u>					
Add 3 new:		002165		005	DEPARTMENTAL ASST
Add 1 new:		005094		001	MEDICAL RECORDS ADMIN
Add 1 new:		005090		002	MEDICAL CODING SPECIALIST
<u>SOCIAL SERVICES (#5810)</u>					
Reclass 7335 From:		001700		057	OFFICE ASST I
		001701			OFFICE ASST II
	To:	001702	.75%		001

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
7/23/02

By: _____ (SEAL)
Deputy Clerk