



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: CEO
Department No.: 012
For Agenda Of: April 9, 2013
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Jeri Muth, Human Resources Director – 568-2816

SUBJECT: *Position Allocation Change – Chief of Emergency Management*

County Counsel Concurrence

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Other Concurrence:

As to form: N/A

Recommended Actions:

That the Board of Supervisors adopt the attached resolution effective April 15, 2013 as follows:

County Executive Office (#0130)

- Delete 1.0 FTE Department/Corporate Leader (Position #11165)
- Add 1.0 FTE Assistant Department Leader

Summary Text:

This action will reclassify a vacant Department/Corporate Leader to an Assistant Department Leader in the Office of Emergency Management, a division in the County Executive Office.

Background:

The Office of Emergency Management (OEM) is an existing division in the County Executive Office. The division has a total of seven (7) FTEs, including the Chief of Emergency Management, who is currently allocated at the Department/Corporate Leader level. Given the fact that OEM is a very small division within the County Executive Office, the classification of Assistant Department Leader is appropriate. The functions of the division will remain unchanged and will continue to report directly to the Chief Executive Officer (CEO).

Fiscal and Facilities Impacts:

Budgeted: Yes

There is no fiscal impact as a result of this change.

Staffing Impacts:

Legal Positions:

1.0

FTEs:

1.0

Special Instructions:

Please return one copy of the approved and signed resolution to Andrea Johnson in Human Resources.

Attachments:

Resolution