



Board Agenda Item 19

DATE: October 18, 2016

TO: Board of Supervisors

SUBMITTED BY: Jean M. Rousseau, County Administrative Officer

SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

Adopt Salary Resolution Amendment adding the Program Technician I/II - Confidential position (with no increase in the total number of positions), as reflected on Appendix "D" for the County Administrative Office Org 0120, effective October 24, 2016.

Approval of the recommended action will add the classification of Program Technician I - Confidential (Range 1328)/II - Confidential (Range 1485), a position that was deleted in FY 2008-09 due to budget reductions. The classification addition will allow further flexibility to better meet departmental administrative support needs, with no increase in Net County Cost.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the positions would remain unchanged.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The recommended Salary Resolution Amendment will allocate the Program Technician - Confidential classification to the County Administrative Office table of positions. The total estimated salary and benefits cost is \$40,689 for the remainder of FY 2016-17 and \$60,625 annually. The necessary appropriations are included in the Department's Org 0120 FY 2016-17 adopted budget.

DISCUSSION:

A review of the positions in the Administrative Office has determined the need to allocate a Program Technician - Confidential classification allowing further flexibility in filling the existing vacant administrative support position. Your Board's approval does not increase the total number of positions.

It should be noted that the Program Technician - Confidential position was originally added to Org 0120 in March 27, 2007. However, due to budget reductions, the position was deleted on July 8, 2008 as part of the FY 2008-09 Adopted Budget.

REFERENCE MATERIAL:

BAI #11, July 8, 2008
BAI #33, March 27, 2007

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "D"

CAO ANALYST:

Sonia M. De La Rosa