



Board Agenda Item 7

DATE: January 7, 2025

TO: Board of Supervisors

SUBMITTED BY: Edward Hill, Chief Operating Officer/Interim Director of Internal Services/Chief Information Officer

SUBJECT: First Hearing to Amend Information Technology, General Services & Purchasing Ordinance

RECOMMENDED ACTION(S):

- 1. Conduct the first hearing to amend the Fresno County Ordinance Code, Title 2 Administration, Chapter 2.09 Information Technology Services Department, add Title 2 Administration, Chapter 2.11 General Services Department, and amend Title 4 Revenue & Finance, Chapter 4.04 Purchasing Procedures;**
- 2. Waive the reading of the proposed Ordinances in their entirety, and set the second hearing for adoption of the proposed Ordinances for January 28, 2025;**
- 3. Designate County Counsel to prepare a fair and adequate summary of the proposed Ordinances; and**
- 4. Direct the Clerk of the Board to post and publish the required summary in accordance with California Government Code, section 25124(b)(1).**

Approval of the recommended actions will enable the Board, at the second reading, to adopt Chapter 2.09 Information Technology Services Department (Chapter 2.09) and Chapter 4.04 Purchasing Procedures (Chapter 4.04), as amended, and Chapter 2.11 General Services Department (Chapter 2.11) of the Fresno County Ordinance Code.

Adoption of Chapter 2.09, as amended, and the adoption of Chapter 2.11 is appropriate for the planned division of the Internal Services Department in to two departments, namely, the Information Technology Services Department, which will be Chapter 2.09 as amended, and the General Services Department, which will be newly adopted Chapter 2.11. Chapter 4.04 is amended to reference the "General Services Department" in place of the soon to be former "Internal Services Department." This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended actions are not approved by your Board, the Internal Services Department will continue as one department.

FISCAL IMPACT:

There is no increase in Net County Cost associated the recommended actions. Sufficient appropriations have been included in the FY 2024-25 Org 8905 and Org 8935 Adopted Budgets. Future budget adjustments, to include adjustments to Internal Service Fund rates, if necessary, will be brought to your Board for consideration and approval.

DISCUSSION:

On December 3, 2024, your Board approved a Salary Resolution amendment to add one Director of General Services, add one Executive Assistant, and retitle the existing classification of Director of Internal Services/Chief Information Officer to Director of Information Technology/Chief Information Officer, effective December 9, 2024. That amendment was the first step in a County reorganization of the Internal Services Department into two departments (General Services Department & Information Technology Department).

The recommended actions will enable your Board, at the second hearing, to adopt Chapters 2.09 and 4.04, as amended, and the new Chapter 2.11. These actions are aligned with the planned reorganization of the Internal Services Department in to two departments, namely, the Information Technology Services Department, which will be Chapter 2.09 as amended, and the General Services Department, which will be newly adopted Chapter 2.11. Chapter 4.04, entitled "Purchasing Procedures," is amended only to reference the "General Services Department" in place of the soon to be former "Internal Services Department," as related to the licensing and leasing of real property by the County.

Assuming that the Board approves the recommended actions, the second hearing for adoption of the proposed Ordinances will be presented to the Board on January 28, 2025. The proposed Ordinances, if adopted by the Board as presented in this item, will enact Chapters 2.09 and 4.04 of the County Ordinance Code, as amended, and newly added Chapter 2.11, to begin on the 30th day following the Board's adoption of the proposed Ordinance.

Finally, should the Board approve the recommended actions, the Department will request at the second hearing on January 28, 2025, that the Board approve and authorize the Chief Operating Officer/Interim Director of Internal Services/Chief Information Officer, or their designee, upon review and approval by County Counsel, to approve and execute amendments to current County agreements (including all real property agreements), for the purpose of updating the contact information for the County, depending on which Department (Information Technology Services or General Services) is responsible for the given agreement.

REFERENCE MATERIAL:

BAI #12, December 3, 2024

ATTACHMENTS INCLUDED AND/OR ON FILE:

Fresno County Ordinance Code (Chapter 2.09)
Ordinance Red Line (Chapter 2.09)
On file with Clerk - Summary of Fresno County Ordinance Code (Chapter 2.09)
Fresno County Ordinance Code (Chapter 2.11)
On file with Clerk - Summary of Fresno County Ordinance Code (Chapter 2.11)
Fresno County Ordinance Code (Chapter 4.04)
Ordinance Red Line (Chapter 4.04)
On file with Clerk - Summary of Fresno County Ordinance Code (Chapter 4.04)

CAO ANALYST:

Amy Ryals