



# Board Agenda Item 12

DATE: December 3, 2024  
TO: Board of Supervisors  
SUBMITTED BY: Paul Nerland, County Administrative Officer  
SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

1. **Approve Amendment to the Salary Resolution adding one Director of General Services to the Internal Services Department, Facility Services Org 8935 and set the salary range as reflected in Appendix "F" effective December 9, 2024;**
2. **Approve Amendment to the Salary Resolution adding one Executive Assistant to the Internal Services Department, Facility Services Org 8935, as reflected in Appendix "F" effective December 9, 2024;**
3. **Approve Amendment to the Salary Resolution retitling the existing classification of Director of Internal Services / Chief Information Officer to Director of Information Technology / Chief Information Officer in the Information Technology Services Org 8905, as reflected in Appendix "F" effective December 9, 2024; and**
4. **Approve Amendment to the Salary Resolution, Section 532.12 "Occupational Expense Remuneration", adding Director of General Services and Director of Information Technology / Chief Information Officer to the list of eligible Department Heads, as reflected in Appendix "F" effective December 9, 2024.**

The recommended actions are the first step in a County reorganization of the Internal Services Department into two departments (General Services Department & Information Technology Department). Approval of the recommended actions will add and set the salary range of the Director of General Services, add an Executive Assistant and retitle the Director of Internal Services / Chief Information Officer to Director of Information Technology / Chief Information Officer and set their salary range as reflected in Appendix F.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the County would not be able to begin the recruitment process for the respective positions allowing for an easier transition following the reorganization of the department.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The estimated cost of the recommended actions is approximately \$205,000 for Fiscal Year 2024-25. The department will return at a later date to adjust appropriations and revenues in Orgs 8905 and 8935.

DISCUSSION:

The Internal Services Department is one of two Internal Service Fund (ISF) departments that exist to ensure

County departments can execute their mission. The department currently includes General Services functions (Facilities Services, Fleet Services, Purchasing and Security Services) and Information Technology functions. The CAO's office, in collaboration with Human Resources, has been evaluating options that best meet the evolving and complex needs of Fresno County. The Director of Internal Services Department / Chief Information Officer is currently vacant and the County's Chief Operating Officer (COO) has been the Interim Department Head since May 10, 2024. This gave the CAO and COO the opportunity to more closely evaluate the department and consider better alternatives. It has been confirmed that Fresno County is unique in a model that consolidates Information Technology (IT) functions with General Services (GS) functions. The growing complexities of both operations, the need for focused expertise in each function, and the service demands of County departments suggest the need for two distinct and focused departments. The proposed departments would be the General Services Department (Facilities Services, Fleet Services, Purchasing and Security Services) and Information Technology Department. Human Resources is assisting in the process to create two new departments and ensure that the County's Labor partners are engaged. While this process concludes, this agenda item begins the process by adding and setting the salary of the Director of General Services, adding an Executive Assistant and retitling the Director of Information Technology / Chief Information Officer.

Today's action, if approved, will allow the County to concurrently recruit for these new and critical positions while finalizing the reorganization of the department. The CAO's Office will return after the new year to finalize the process through amendments to local ordinances.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "F"

CAO ANALYST:

Paige Benavides