



Board Agenda Item 57

DATE: June 20, 2017

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Internal Service Department Salary Resolution

RECOMMENDED ACTION(S):

Approve Amendments to the Salary Resolution allocating one Principal Staff Analyst classification to the Internal Services Department Org 8905 and one Principal Staff Analyst classification to the Internal Services Department - Purchasing 0440, effective June 19, 2017, as reflected in Appendix "F".

The recommended action would amend the Salary Resolution by establishing classifications to address complex, diverse workload within the Internal Services Department, which require administrative and management level expertise. The total number of positions in the Department would remain unchanged. The amendments give the Director of Internal Services/Chief Information Officer the flexibility to allocate one Principal Staff Analyst, if necessary, to each budget Org.

ALTERNATIVE ACTION(S):

If the recommended actions were not approved, the Salary Resolutions would remain unchanged and County departments utilizing Internal Services would not benefit from the dedicated expert assistance.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Sufficient appropriations and estimated revenues are included in the Department's Org 8905 and Purchasing 0440 Adopted Budgets and will be included in future budget requests.

DISCUSSION:

The Internal Services Department provides countywide management and administrative activities of Fleet Services, Facility Services, Information Technology, Security and Purchasing.

Approval of the recommended action would not result in an increase to the number of positions allocated to either Org but instead provide flexibility for the Director to assign administrative and management responsibilities as required by workload.

With your Board's approval, the Director would have one Principal Staff Analyst classification in Org 8905 and Org 0440 available, with no increase in the number of allocated positions.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Appendix "F"

CAO ANALYST:

John Hays