



Board Agenda Item 26

DATE: February 4, 2020

TO: Board of Supervisors

SUBMITTED BY: Jean M. Rousseau, County Administrative Officer

SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

Approve Amendment to the Salary Resolution reclassifying one Principal Administrative Analyst allocation to Project Administrator - Homelessness position in the County Administrative Office Org 0120, effective February 10, 2020 as reflected in Appendix C.

Based on a classification and compensation study, it is recommended that the current incumbent administering homelessness activities, at the direction of the Board and County Administrative Officer, be reclassified to a more appropriate position and pay level. This item is countywide.

ALTERNATIVE ACTION(S):

Your Board could choose to not approve the Salary Resolution Amendment and the County Administrative Office's (CAO) position allocation would remain unchanged.

FISCAL IMPACT:

There is a \$1,863 increase in Net County Cost associated with the recommended action for the current fiscal year; however, no additional appropriations are required. The costs associated with this position reclassification are estimated to be 75% offset with funding from the Departments of Behavioral Health, Public Health and Social Services. The total full year estimated increase in salary and benefits costs associated with the recommended action is \$19,369, of which approximately \$4,842 is Net County Cost. The total estimated increase in cost for FY 2019-20 is \$7,450, of which approximately \$1,863 is Net County Cost. Sufficient appropriations and estimated revenues are included in the CAO's FY 2019-20 Adopted Budget and will be included in subsequent budget requests.

DISCUSSION:

A Principal Administrative Analyst in the County Administrative Office has been handling Homelessness Administrative/Coordinator responsibilities in addition to the incumbent's normal responsibilities associated with a Principal Administrative Analyst. Over the last two years, the incumbent's responsibilities related to homelessness activities have evolved from staff support to the County Administrative Officer to a leadership role overseeing, administering and coordinating multiple homelessness related initiatives, activities, and groups.

Based on these changes, the CAO requested Human Resources conduct a classification and compensation study. The study was recently completed and showed that the incumbent is working out of the Principal Administrative Analyst classification. Therefore, it is recommended that the current incumbent

be reclassified to Project Administrator - Homelessness. The recommended pay adjustment is reflective of the market based on a review of the eight identified Valley Counties considered comparable to the County of Fresno.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix C

CAO ANALYST:

Jeannie Z. Figueroa