



## Legislation Details (With Text)

**File #:** 19-1402

**On agenda:** 11/5/2019

**Final action:** 11/5/2019

**Enactment date:**

**Enactment #:** Salary Resolution No. 19-039, Resolution No. 19-<sup>416</sup>

**Title:** Approve Amendment to the Salary Resolution adding one Building Maintenance Specialist position to the Internal Services Department, Facility Services Org 8935, effective November 18, 2019 as reflected in Appendix "D"; and adopt Budget Resolution increasing the FY 2019-20 appropriations and estimated revenues for the Internal Services Department, Facility Services Org 8935 in the amount of \$64,422 (4/5 vote)

**Attachments:** 1. Agenda Item, 2. Salary Resolution No. 19-039, 3. Resolution No. 19-416

Date	Ver.	Action By	Action	Result
11/5/2019	1	Board of Supervisors	Approved as Recommended	Pass

**DATE:** November 5, 2019

**TO:** Board of Supervisors

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

**SUBJECT:** Salary Resolution Amendment-Internal Services Department, Facility Services

### RECOMMENDED ACTION(S):

- 1. Approve Amendment to the Salary Resolution adding one Building Maintenance Specialist position to the Internal Services Department, Facility Services Org 8935, effective November 18, 2019 as reflected in Appendix "D"; and**
- 2. Adopt Budget Resolution increasing the FY 2019-20 appropriations and estimated revenues for the Internal Services Department, Facility Services Org 8935 in the amount of \$64,422 (4/5 vote).**

Approval of the recommended actions will add a Building Maintenance Specialist position to the Internal Services Department, Facility Services Division (ISD-Facility Services) to ensure effective level of service is provided to user departments. The recommended Amendment to the Salary Resolution will increase the permanent positions within the Internal Services Department by one (1) position. This item is countywide.

### ALTERNATIVE ACTION(S):

Should your Board not approve the recommended actions, the department may not have sufficient staffing to optimize ISD-Facility Services operational needs.

### FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. Approval of the first recommended action will allow ISD-Facility Services to add a Building Maintenance Specialist position to maintain an effective level of service to user departments. Approval of the second recommended action will increase the FY 2019-20 appropriations and estimated revenues in the amount of \$64,422 in the Internal Services Department, Facility Services Org 8935 to cover the costs associated with the addition of this position.

It is anticipated that all costs associated with the addition of this position will be funded through charges to user departments for projects such as the Lead Hazard Control Program for the Department of Public Health (DPH), and building assessments in conjunction with the Department of Public Works and Planning (PWP) for the Americans with Disabilities Act (ADA).

DISCUSSION:

ISD-Facility Services is requesting to add a Building Maintenance Specialist position to address the increase in reviewing and documenting facility assets and in inspecting and certifying alteration and construction projects. The position will also be a resource partly dedicated to the Lead Hazard Control Program and ADA assessment projects. This will allow DPH and PWP to effectively interface with ISD-Facility Services staff to advocate for their department needs while still allowing ISD-Facility Services to apply their skill and experience to maintain service levels countywide.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix D  
On file with Clerk - Budget Resolution

CAO ANALYST:

Yussel Zalapa