

MONTEREY COUNTY BOARD OF SUPERVISORS

MEETING: May 11, 2010 – Consent	AGENDA NO.: 26
SUBJECT: a. Approve and amend the FY 2009-10 RMA-Public Works Department, Fleet Management Budget Unit 8185, to reallocate two (2) 0.75 (part-time) Shuttle Driver position allocations to one (1) 1.0 (FTE) and one (1) 0.50 (part-time) Shuttle Driver positions; b. Direct the Auditor-Controller to incorporate this change in the FY 2009-10 RMA-Public Works Department Fleet Management Budget Unit 8185; and c. Direct the Auditor-Controller’s Office and the County Administrative Office to amend the 2009-10 Budget and incorporate approved changes in the FY 2010-11 Adopted Budget.	
DEPARTMENT: RMA – Public Works	

RECOMMENDATIONS:

It is recommended that effective May 11, 2010, the Board of Supervisors take the following actions:

- a. Approve and amend the FY 2009-10 RMA-Public Works Department, Fleet Management Budget Unit 8185, to reallocate two (2) 0.75 (part-time) Shuttle Driver position allocations to one (1) 1.0 (FTE) and one (1) 0.50 (part-time) Shuttle Driver positions; and
- b. Direct the Auditor-Controller to incorporate this change in the FY 2009-10 RMA-Public Works Department Fleet Management Budget Unit 8185.
- c. Direct the Auditor-Controller’s Office and the County Administrative Office to amend the 2009-10 Budget and incorporate approved changes in the FY 2010-11 Adopted Budget.

SUMMARY/DISCUSSION:

There are two (2) 0.75 (part-time - 30 hour a week) Shuttle Driver position allocations in the FY 2009-10, Public Works Department – Fleet Management Budget Unit 8185. One position has been vacant since March 2008; the second position is currently filled. Employees in permanent, part-time positions receive pro-rated benefits including leave accruals (vacation and sick leave), holiday pay and medical benefits. Permanent, part-time employees personally supplement the cost of medical premiums in order to receive full coverage.

Since March 2008, the sole incumbent Shuttle Driver has been scheduled to work approximately fifty-seven (57) hours a week to provide shuttle services for the Courts and County employees. Since the position is allocated as 0.75 (permanent, part-time) the department is unable to transfer the incumbent to a full-time position without authorization from your Board. Currently the incumbent receives pro-rated benefits.

Reallocating the two (2) Shuttle Driver positions from 0.75 (part-time, 30 hour a week) to one (1) 1.0 (FTE) position and one (1) 0.50 (part-time, 20 hour a week) will allow the Fleet Management Division to transfer the incumbent Shuttle Driver into a permanent, full-time position. This action is beneficial to the business operations and provides opportunities for alternate scheduling in the event the one (1) 0.50 part-time position remains vacant (frozen); and services are scaled back. This action also allows the incumbent to be eligible for full-time benefits. For these reasons, it is recommended that your Board approve this action.

Reallocate Shuttle Driver Positions

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OTHER AGENCY INVOLVEMENT:

None.

FINANCING:

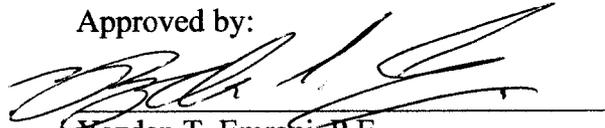
There are no additional costs to the General Fund associated with this action. This action will result in a salary and benefits savings of approximately \$300 for the remainder of FY 2009-10, and an annualized savings of approximately \$4,244.

Prepared by:



Lorna J. Taluban (831) 755-8960
RMA Administrative Director

Approved by:



Yazdan T. Emrani, P.E.
Director of Public Works

Dated: May 3, 2010

Attachment: Board Order

cc: Mike Miller, Auditor-Controller