



Monterey County

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Board Report

Legistar File Number: RES 17-008

January 31, 2017

Introduced: 12/19/2016

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

- a. Amend the Health Department Budget to reallocate one (1.0) Environmental Health Specialist II (4000-HEA005-8114) to 1.0 FTE Environmental Health Specialist IV, (4000-HEA005-8116); and
- b. Authorize the Auditor-Controller and County Administrative Office to incorporate this position change in the FY 2016-17 Adopted Budget; and
- c. Direct the County Administrative Office to incorporate the approved change in the FY 2016-17 Adopted Budget and the Human Resources Department to implement the change in the Advantage HRM system.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend the Health Department Budget to reallocate one (1.0) Environmental Health Specialist II (4000-HEA005-8114) to 1.0 FTE Environmental Health Specialist IV, (4000-HEA005-8116); and
- b. Authorize the Auditor-Controller and County Administrative Office to incorporate this position change in the FY 2016-17 Adopted Budget; and
- c. Direct the County Administrative Office to incorporate the approved change in the FY 2016-17 Adopted Budget and the Human Resources Department to implement the change in the Advantage HRM system.

SUMMARY/DISCUSSION:

The Environmental Health Bureau requests the reallocation of one (1.0 FTE) Environmental Health Specialist II to one (1.0 FTE) Environmental Health Specialist IV position. The Environmental Health Bureau has determined that the Hazardous Materials Management Services unit would benefit from a higher supervisory level position of Environmental Health Specialist IV, in support of its delivery of hazardous materials management services (Haz-Mat). The reallocation of one vacant funded Environmental Health Specialist II to one Environmental Health Specialist IV supervisory position will support shared supervisory responsibilities in the Hazardous Materials Management Services program. This position will provide the Environmental Health Bureau with the necessary full-time oversight of the Hazardous Materials Management Services staff and work products. This position will also help to assure that issues receive the attention, guidance and coordination that the public, and county agencies and officials, expect from the Environmental Health Bureau. This program requires oversight to assure that Environmental Health meets inspection goals and other time constraints expected by the public, business community, professionals, investors, other County agencies with which we coordinate, and as required by local and State regulations.

This reallocation supports the Monterey County Health Department 2011-2015 strategic plan

initiatives to enhance community health and safety by emphasizing prevention and it also supports one or more of the ten essential public health services, specifically to diagnose and investigate health problems and health hazards in the community; to inform, educate, and empower people about health issues and to enforce laws and regulations that protect health and ensure safety.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department concurs with this recommendation.

FINANCING:

The 1.0 FTE Environmental Health Specialist II position was approved in the FY 2016-17 total budgeted positions for Environmental Health Bureau (Appropriation Unit HEA005). The estimated additional cost of \$11,000 as a result of reallocating this position to 1.0 FTE Environmental Health Specialist IV for the remainder of FY 2016-17 is included in the Environmental Health Bureau's FY 2016-17 Adopted Budget and is funded by health permit fees. The annualized increase of this action is approximately \$22,000, which will be included in the Environmental Health Bureau's (4000-HEA005-8116) Adopted Budget for future fiscal years fully funded by the health permit fees rate structure.

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Approved by: Elsa Jimenez, Director of Health, x4621

Attachment:

Resolution is on file with the Clerk of the Board