



Legislation Details (With Board Report)

**File #:** 19-0040      **Name:** Authorize the County Administrative Office to Transfer one Safety Coordinator/Investigator from RMA to County Counsel

**Type:** General Agenda Item      **Status:** Passed - County Administrative Office

**File created:** 2/4/2019      **In control:** Board of Supervisors

**On agenda:** 2/12/2019      **Final action:** 2/12/2019

**Title:** Authorize the County Administrative Office to transfer one (1) Safety Coordinator/Investigator from Resource Management Agency - Administration (001 - 3000 - 8222 - RMA013) to County Counsel - Risk Management (001 - 1210 - 8407 - COU002), and reflect the change in position counts (4/5ths vote required).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. BOS reso Safety coord transfer, 3. Item No. 30 Completed Board Order and Resolution

Date	Ver.	Action By	Action	Result
2/12/2019	1	Board of Supervisors	adopted - county administrative office	

Authorize the County Administrative Office to transfer one (1) Safety Coordinator/Investigator from Resource Management Agency - Administration (001 - 3000 - 8222 - RMA013) to County Counsel - Risk Management (001 - 1210 - 8407 - COU002), and reflect the change in position counts (4/5ths vote required).

RECOMMENDATION:

It is recommended that the Board of Supervisors authorize the County Administrative Office to transfer one (1) Safety Coordinator/Investigator from Resource Management Agency - Administration (001 - 3000 - 8222 - RMA013) to County Counsel - Risk Management (001 - 1210 - 8407 - COU002), and reflect the change in position counts (4/5ths vote required).

SUMMARY:

County Counsel - Risk Management includes the positions of County Safety Officer and Safety Coordinator/Investigator, the latter of which, under the supervision of the Safety Officer, are assigned to various departments to assist those departments with safety issues. A single Safety Coordinator/Investigator has been funded by the Resource Management Agency and has not reported directly to the Safety Officer. County Counsel and RMA have agreed that the Safety Coordinator/Investigator position currently in RMA be transferred to County Counsel - Risk Management but continue to work directly with RMA on safety issues.

DISCUSSION:

Prior to RMA filling a vacant position, County Counsel and RMA agreed that it would be more efficient if the Safety Coordinator/Investigator position currently within the RMA budget is transferred to County Counsel - Risk Management. As such, RMA included County Counsel in the recruitment process. A new Safety Coordinator/Investigator was hired and, through agreement between the departments, has had direct reporting to the Safety Officer while receiving daily assignments from RMA.

This allows better direct supervision and interaction with the County Safety Officer to provide consistent policy

direction. The position will be assigned and continue to work directly with RMA. The recommended action is to transfer the position only; no funds are requested to be transferred.

OTHER AGENCY INVOLVEMENT:

RMA concurs in the recommendation. The Budget Committee recommends that the Board of Supervisors approve the action.

FINANCING:

There is no impact to the General Fund since the position was funded by the Road Fund within the RMA budget, and no funds are being transferred with the recommended action. The estimated cost of the position for the remainder of the fiscal year after transfer is approximately \$53,000. The transferred position will be funded within County Counsel - Risk Management through the General Liability Internal Service Fund and the Worker's Compensation Internal Service Fund the same as the existing Safety Coordinator/Investigator positions in County Counsel - Risk Management. Sufficient appropriation exists with County Counsel - Risk Management to cover the position cost for the remainder of the fiscal year (2018-19).

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

- Economic Development** - Through collaboration, strengthen economic development to ensure a diversified and healthy economy.
- Administration** - Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.
- Health & Human Services** - Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for health choices and healthy environments in collaboration with communities.
- Infrastructure** - Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.
- Public Safety** - Create a safe environment for people to achieve their potential, leading business and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by:

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Leslie J. Girard, Chief Assistant County Counsel, x. 5365

Date

Approved by:

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Charles McKee, County Counsel, x. 5312

Date

Attachments: BOS Resolution Safety Coordinator Transfer