



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 13-1195, **Version:** 1

- a. Amend the Department of Child Support Services Budget to add two (2) FTE's, one (1) Department Information System Manager, class code 16F40 and one (1) Departmental Information System Coordinator, class code 43J05 that are required allocations to meet the Department's needs for Information Systems management and operational support; and
- b. Authorize the County Administrative Office to incorporate the new positions in the Department of Child Support Services FY 2013-2014 Adopted Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend the Department of Child Support Services (DCSS) Budget Unit 225 to add two (2) FTE's, one (1) Department Information System Manager, class code 16F40 and one (1) Departmental Information System Coordinator, class code 43J05 that are required allocations to meet the Department's needs for Information Systems management and operational support; and
- b. Authorize the County Administrative Office to incorporate the new positions in the Department of Child Support Services, Budget Unit 225 FY 2013-2014 Adopted Budget.

SUMMARY/DISCUSSION:

Increased electronic needs of the Department and continued complexity of existing information systems dictate the need to have higher levels of Information Systems management and support in order to maintain and coordinate the informational processes for the Department. Important and constant liaison with the State of California's Department of Child Support Services' Technology Division is also becoming more critical. Additional data (interfaces) with other systems within the County is also critical for the Department to be successful in our mandated duties. Due to the amount of work/volume and complexity of issues with the California Support Enforcement system and other associated software programs that support the Child Support case management staff and their duties, it is critical that we have the addition of two (2) FTE allocations.

<u>Classification Title:</u>	<u>Class Code:</u>	<u>Current Number of Allocations:</u>	<u>Proposed Number of Allocations:</u>
Department information Systems Manager I	16F40	0	1
Departmental Information Systems Coordinator	43J05	0	1

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has reviewed and approved the Request to Classify forms for both proposed classifications and they concur with the recommendations.

FINANCING:

The Department of Child Support Services is 100% funded by State and Federal funds and this recommended action has no impact on the County General Fund or the Department's Budget.

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