



County of Monterey

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

Board Report

File #: RES 20-195, **Version:** 1

Adopt Resolution to:

- a. Amend the FY 2020-21 Workforce Development Board Adopted Budget (021-1050-8478 CAO030) to reallocate one (1) 1.0 FTE Management Analyst I to one (1) 1.0 FTE Management Analyst II, as indicated in Attachment A; and
- b. Authorize the Auditor Controller and the County Administrative Office to incorporate the position reallocation in the FY 2020-21 Adopted Budget

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution to:

- a. Amend the FY 2020-21 Workforce Development Board Adopted Budget (021-1050-8478 CAO030) to reallocate one (1) 1.0 FTE Management Analyst I to one (1) 1.0 FTE Management Analyst II, as indicated in Attachment A; and
- b. Authorize the Auditor Controller and the County Administrative Office to incorporate the position reallocation in the FY 2020-21 Adopted Budget

SUMMARY/DISCUSSION:

The Workforce Development Board (WDB) is requesting a reallocation of a Management Analyst I to a Management Analyst II.

The recommended change will provide the Workforce Development Board with the appropriate level of resources to manage day-to-day operations and improve efficiencies. The Workforce Development Board currently operates with the support of one Management Analyst II and one Management Analyst III (recently hired). Due to the increasing acquisition of additional federal/state grants and services in recent years, the department has experienced a need for both operational and personnel shifts. As a result, the Workforce Development Board has responded to the need for increases in staffing size to ensure adequate oversight of new and existing areas. Additionally, because of the complexity of the positions themselves, duties and tasks that were previously completed by existing staff positions now require application at more advanced levels to maintain overall business in response to constant changes in mandated service requirements.

This reallocation request is supported by a Request to Classify approved by the Human Resources Department

OTHER AGENCY INVOLVEMENT:

None.

FINANCING:

There is no impact on the Monterey County General Fund as WIOA activities are fully financed by federal funds.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of the reallocation of the Management Analyst I to Management Analyst II position will promote:

√ Administration: Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency

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Approved by: Christopher Donnelly, Executive Director, 6644

Attachments:

Attachment A - Reallocated Position
Attachment B - Draft Resolution