



County of Monterey

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

Board Report

File #: 12-742, **Version:** 1

- a. Reallocate a vacant 1.0 FTE Deputy Public Guardian Administrator II (34H34) to 1.0 FTE Principal Office Assistant (80E80); and,
- b. Direct the County Administrative Office to incorporate the approved changes into the FY 2012-13 Health Department Adopted Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Reallocate a vacant 1.0 FTE Deputy Public Guardian Administrator II (34H34) to 1.0 FTE Principal Office Assistant (80E80); and,
- b. Direct the County Administrative Office to incorporate the approved changes into the FY 2012-13 Health Department Adopted Budget.

SUMMARY/DISCUSSION:

During the past six months the Health Department has conducted an organizational study of comparable Public Guardian Offices. The result of that study was the development of the proposed organizational structure (Exhibit A). The restructuring plan will maintain administrative oversight infrastructure as well as providing support to the Deputy Guardians and will ensure effective and efficient operations to fulfill state and local mandates as they pertain to the Public Guardian's Office.

OTHER AGENCY INVOLVEMENT:

The County Human Resources Department concurs with this recommendation. Exhibit A - Proposed Organizational Structure and, Exhibit B - Detailed Position change are on file with the Clerk of the Board.

FINANCING:

This action will provide for an estimated \$20,000 salary savings in the Fiscal Year 2012-13 Budget.

Prepared by: Deanna Gunn, Finance Manager, 7555

Approved by: Ray Bullick, Director of Health, 4526

Attachments:

Exhibit A - Proposed Organizational Structure

Exhibit B - Detailed Position change