



County of Monterey

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

Board Report

File #: RES 19-132, **Version:** 1

- a. Transfer one (1) Senior Personnel Analyst position and (1) Personnel Technician - Confidential position to Information Technology Department, Appropriation Unit INF002, Budget Unit 8432- Administration from Human Resources Department, Appropriation Unit HRD001, Budget Unit 8402- HR Services, and reflect the change in position counts, as indicated in Attachment A; (4/5ths vote);
- b. Amend the FY 2019-20 Information Technology Department, Appropriation Unit INF002, Budget Unit 8434 - Service Delivery to reallocate one (1) Business Technology Analyst II to one (1) Systems Programmer Analyst II, as indicated in Attachment A (4/5ths vote); and
- c. Authorize the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2019-20 Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Transfer one (1) Senior Personnel Analyst position and (1) Personnel Technician - Confidential position to Information Technology Department, Appropriation Unit INF002, Budget Unit 8432- Administration from Human Resources Department, Appropriation Unit HRD001, Budget Unit 8402- HR Services, and reflect the change in position counts, as indicated in Attachment A; (4/5ths vote);
- b. Amend the FY 2019-20 Information Technology Department, Appropriation Unit INF002, Budget Unit 8434 - Service Delivery to reallocate one (1) Business Technology Analyst II to one (1) Systems Programmer Analyst II, as indicated in Attachment A (4/5ths vote); and
- c. Authorize the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2019-20 Budget.

SUMMARY/ DISCUSSION:

In July of 2017, the Information Technology Department (ITD) agreed to transfer their allocated Human Resources (HR) positions to the Human Resources Department (HRD) due to proposed restructuring. HRD and ITD agreed that HR service delivery to ITD would be more effective if the previously assigned Senior Personnel Analyst and Personnel Technician - Confidential positions, currently within the HRD budget, are transferred back to ITD. This allows for greater HR interaction and availability for ITD staff and leadership, resulting in consistent and adequate levels of generalist HR support for ITD. These positions will continue to report to HRD for policy direction and oversight.

ITD recently obtained the Business Technology Analyst II position through an organizational structure change that resulted in transfer of the position from the Resource Management Agency (RMA), effective July 1, 2019. Subsequently, ITD reviewed its Service Delivery Division to determine whether staffing resources were appropriately allocated, considering current customer requests/needs. As a result of this review, ITD determined the position should be maintained in the Service Delivery Division to meet current and anticipated customer demands, in addition to providing continued and seamless support to the RMA. However, it was determined the position should be reallocated to a Systems Programmer Analyst II. This reallocation expands the ability of ITD staff to cross-train on departmental systems and applications, providing further support options and expanded coverage for RMA, as well as other County departments.

For these reasons, it is recommended that your Board approve these proposed actions.

OTHER AGENCY INVOLVEMENT:

HRD and CAO have reviewed and approved these proposed actions. County Counsel has approved to Form. The Budget Committee has reviewed and supports the proposed actions.

FINANCING:

The annualized costs of the Senior Personnel Analyst (\$160,983) and the Personnel Technician-Confidential (\$112,017), were included in the FY 2019-20 HRD budget. Funds associated with these two positions will be transferred from HRD to ITD resulting in no General Fund impact. The annualized cost of the position reallocation from Business Technology Analyst II to Systems Programmer Analyst II is inconsequential, with an annualized increased cost of less than \$1,400.00. This amount will be absorbed in the FY 2019-20 ITD budget. Therefore, the requested position changes will have no impact to the General Fund in FY 2019-20. Future year needs will be included in respective year budget submittal by each appropriate department.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

- Economic Development - Through collaboration, strengthen economic development to ensure a diversified and healthy economy.
- X 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: Suzanne Paluck, Senior Personnel Analyst, 759-6984

Approved by:

Date: _____
Eric A. Chatham, Director of Information Technology, 759-6920

Date: _____
Irma Ramirez-Bough, Director of Human Resources, 755-5043

Attachments: Attachment A; Resolution