SANTA CRUZ COUNTY
BOARD OF SUPERVISORS INDEX SHEET

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Item: 26. ADOPTED RESOLUTION NO. 306-2007 amending Salary Resolution No. 279-75 to implement various personnel actions, as recommended by the Deputy Director of Personnel

COUNTY OF SANTA CRUZ

PERSONNEL DEPARTMENT
701 OCEAN STREET, SUITE 310, SANTA CRUZ, CA 95060-4073
(831) 454-2600 FAX: (831) 454-2411 TDD: (831) 454-2123

October 23,2007

APPROVED AND FILED
BOARD OF SUPERVISORS
DATE: 11/6/07
COUNTY OF SANTA CRUZ
SUSAN A. MAURIELLO
EX-OFFICIO CLERK OF THE BOARD
BY _____ DEPUTY

AGENDA: November 6,2007

BOARD OF SUPERVISORS
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

ADOPT RESOLUTION TO AMEND SALARY RESOLUTION NO. 279-75
TO IMPLEMENT VARIOUS PERSONNEL ACTIONS
AS RECOMMENDED BY THE DEPUTY DIRECTOR OF PERSONNEL

Dear Members of the Board:

The Health Services Agency has requested the creation of a new classification of Deputy Director of Mental Health and Substance Abuse Services. We have conducted a classification study in order to develop this new classification and to incorporate it into the established County classification plan. Following our analysis, we are recommending to create the new Deputy Director of Mental Health and Substance Abuse Services classification, to designate the classification to the Middle Management bargaining unit and to set the salary at $42.58 - $57.06 per hour. The 2007-2008 Budget approved by your Board includes funding for a new position to be allocated as a Deputy Director of Mental Health and Substance Abuse Services.

As a result of the recently begun transition of jail medical services positions from the Health Services Agency to the Sheriffs Office, the Sheriff has requested the creation of two new classifications of Corrections Medical Director and Chief of Corrections Medical Services to replace the more clinic-centered Medical Director – HS Clinics and Chief of Clinic Services classifications that are currently used in the jail medical program. We have conducted classification studies in order to develop these new classifications and to incorporate them into the established County classification plan. Following our analysis, we are recommending to create the new Corrections Medical Director and Chief of Corrections Medical Services classifications. Our recommendation for the Corrections Medical Director classification is to designate it to the Middle Management bargaining unit and to set the salary at $73.60 - $81.16 (Steps 5-7) per hour. Our recommendation for the Chief of Corrections Medical Services

classification is to designate it as unrepresented executive management and to set the salary at $42.35 - $56.77 per hour.

The Sheriffs Office has also requested a new classification of Automated Fingerprint Identification System (AFIS) Technician. AFIS is a new countywide system that will provide for an integrated local database of digital fingerprints, palm prints and photo imaging. This position will be involved in registering, searching, analyzing and identifying fingerprints, recording and logging criminal history, assisting other city and county agencies with fingerprint work and will provide expert witness testimony in court. The 2007-2008 Budget approved by your Board includes funding for a new position to be allocated as an AFIS Technician. We have conducted a classification study in order to develop this new classification and to incorporate it into the established County classification plan. Based upon our analysis the title of AFIS Technician was revised to Latent Print Examiner, which better describes the duties of the proposed position. Additionally, a trainee-level classification titled Latent Print Examiner Trainee has been developed. These two new classifications are recommended for alternate staffing designation. Staff recommends that your board create a new classification of Latent Print Examiner, set the salary range at $29.19 - $35.52 (Steps 2 – 7) and designate the classification to the General Representation bargaining unit. In addition, we recommend that your board create a new classification of Latent Print Examiner Trainee, set the salary range at $28.07 - $35.52 (Steps 1 – 7) and designate the classification to the General Representation bargaining unit.

As a result of the transition of the Radio and Technical Services Division of General Services into the Information Services Department, which was completed and approved by your Board in the 2006-2007 Final Budget, the Information Services Department is now requesting the creation of a new classification of Communications Manager to manage the activities of the Telecommunication Program. We have conducted a classification study in order to develop this new classification and to incorporate it into the established County classification plan. Following our analysis, we are recommending to create the new Communications Manager classification, designate it to the Middle Management bargaining unit and set the salary at $36.31 - $48.68 per hour.

The affected bargaining units concur with the recommendations above.

IT IS RECOMMENDED that your Board:

1. Adopt the attached amendment to Salary Resolution No. 279-75 in order to create the Deputy Director of Mental Health and Substance Abuse Services classification, designate it to the Middle Management bargaining unit and set the salary range at $42.58 - $57.06 per hour, effective at 12:01 a.m. on November 17,2007.

2. Adopt the attached amendment to Salary Resolution No. 279-75 in order to create the Corrections Medical Director classification, designate it to the Middle Management bargaining unit and set the salary range at $73.60 - $81.16 (Steps 5-7) per hour, effective at 12:01 a.m. on November 17,2007.

3. Adopt the attached amendment to Salary Resolution No. 279-75 in order to create the Chief of Corrections Medical Services classification, designate it as unrepresented executive management and set the salary at $42.35 - $56.77 per hour, effective at 12:01 a.m. on November 17,2007.

4. Adopt the attached amendment to Salary Resolution No. 279-75 in order to create the Latent Print Examiner and Latent Print Examiner Trainee classifications, designate them to the General Representation bargaining unit and set the salary range for the Examiner at $29.19 - $35.52 per hour (Steps 2-7) and the Trainee at $28.07 - $35.52 per hour (Steps 1-7), effective at 12:01 a.m. on November 17,2007.

5. Adopt the attached amendment to Salary Resolution No. 279-75 in order to create the Communications Manager classification, designate it to the Middle Management bargaining unit and set the salary range at $36.31 - $48.68 per hour, effective at 12:01 a.m. on November 17,2007.

Very truly yours,

AJITA PATEL
Deputy Director - Personnel

RECOMMENDED:

SUSAN A. MAURIELLO
County Administrative Officer

AP:CJS

Attachment: Proposed Amended Resolution 279-75

cc: Sheriff-Coroner
Health Services Agency
Information Services
Auditor/Controller (2)
Personnel (2)
Middle Management Association
SEIU Local 521

BEFORE THE BOARD OF SUPERVISORS

OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. 306-2007

On the motion of Supervisor Pirie
Duly seconded by Supervisor Campos
The following resolution is adopted:

RESOLUTION AMENDING SALARY RESOLUTION NO 279-75

BY: 758
(Amendment No.)

WHEREAS, this Board of Supervisors on June 25, 1975 adopted Resolution No. 279-75 establishing the compensation of County officers, deputies, assistants and employees; and

WHEREAS, it is now desirable and necessary to amend said resolution to effect said change effective November 17, 2007 at 12:01 a.m., by the following actions:

1. Create the job classification of Deputy Director of Mental Health and Substance Abuse Services, designate it to the Middle Management bargaining unit and set the salary range at $42.58 - $57.06 per hour.

2. Create the job classification of Corrections Medical Director, designate it to the Middle Management bargaining unit and set the salary range at $73.60 - $81.16 (Steps 5-7) per hour.

3. Create the job classification of Chief of Corrections Medical Services, designate it as unrepresented executive management and set the salary range at $42.35 - $56.77 per hour.

4. Create the job classification of Latent Print Examiner, set the salary range at $29.19 - $35.52 (Steps 2-7) and designate the classification to the General Representation bargaining unit.

5. Create the job classification of Latent Print Examiner Trainee, set the salary range at $28.07 - $35.52 (Steps 1-7) and designate the classification to the General Representation bargaining unit.

6. Create the job classification of Communications Manager, designate it to the Middle Management bargaining unit and set the salary range at $36.31 - $48.68 per hour.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California this 6th day of November 2007, by the following vote:

AYES:	SUPERVISORS	Pirie, Coonerty, Campos, Stone and Beautz
NOES:	SUPERVISORS	None
ABSENT:	SUPERVISORS	None
ABSTAIN:	SUPERVISORS	None

JANET K. BEAUTZ

Jan Beautz, Chairperson of the Board

ATTEST: TESS FITZGERALD

Clerk of the Board

~~Approved as to form:~~

~~Assistant County Counsel~~

Cc: Auditor-Payroll (2)
Sheriff-Coroner
Health Services Agency
Information Services
Personnel (2)
Middle Management Association
SEIU Local 521

STATE OF CALIFORNIA
COUNTY OF SANTA CRUZ) ss

I, SUSAN A. MAURIELLO, County Administrative Officer and ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California do hereby certify that the foregoing is a true and correct copy of the resolution passed and adopted by and entered in the minutes of the said board. In witness whereof I have hereunto set my hand and affixed the seal of the said Board on 11/7 20 07

SUSAN A. MAURIELLO, County Administrative Officer

By _____ Deputy